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इस भाग में भिन्न पृष्ठ संख्या दी जाती है जिससे कि यह अलग संकलन के रूप में रखा जा सके ।

Separate paging is given to this Part in order that it may be filed as a separate compilation.

MINISTRY OF DEFENCE

NOTIFICATION

New Delhi, the 5th January 1966

THE NAVY (PAY AND ALLOWANCES) REGULATIONS 1966.

S.R.O. 1-E.—In exercise of the powers conferred by section 184 of the Navy Act, 1957 (62 of 1957), the Central Government hereby makes the following regulations, namely:—

PART I—PRELIMINARY

CHAPTER I

1. *Short title.*—These regulations may be called the Navy (Pay and Allowances) Regulations, 1966.

2. *Extent of application.*—(1) The rates of pay and allowances specified in these regulations shall be applicable to all Commissioned Officers, whether regular or short service, Commissioned Officers (Ex-Branch List), Subordinate Officers while under training in India Commissioned Officers (Special duties list) and sailors, on the active list of the Indian Navy.

(2) Officers of the Army Medical Corps or Army Dental Corps seconded to the Indian Navy shall, with respect to their pay and allowances be governed by the rules for the time being prescribed for the Army Medical Corps or, as the case may be for the Army Dental Corps, read with the rules given in Appendix I.

(3) These regulations shall not apply to—

(a) Subordinate Officers (that is Cadets, Midshipmen and Acting Sub-Lieutenants) undergoing initial training in the United Kingdom;

Explanation:—

Subordinate Officers when undergoing initial training in Royal Navy ships, are issued with pay and allowances at Royal Navy rates. The issue of emoluments from Royal Navy Funds ceases on confirmation in the rank of Sub-Lieutenant when they shall be brought on to the rates of pay laid down in these regulations and shall be paid by the High Commissioner for India in the United Kingdom. Midshipmen of the Indian Navy undergoing training in the United Kingdom shall, while drafted for training in the Indian Naval ships, receive pay as specified in Appendix VII.

(b) Officers of the Military Nursing Service attached to Indian Naval Hospital Ships or Sick Bays.

(c) Defence Security Corps personnel attached to Indian Naval Establishments.

(d) Officers on Contract—the pay and allowances of these officers shall be governed by the terms of the contracts.

(e) Officers in Civil employ who do not draw Indian Navy rates of pay—the pay and allowances of these officers shall be governed by special orders issued by the Central Government on the subject.

3. *Definitions.*—In these regulations unless the context otherwise requires,

(a) 'Active List' means the list of officers of the Indian Navy other than those who are placed on the Retired List or Emergency List.

(b) 'General List' means the list of officers of the Indian Navy who are holding the rank of Acting Sub-Lieutenant or above, excluding officers on the Special Duties list.

(c) 'Officer' means a Commissioned Officer and includes an acting Sub-Lieutenant.

(d) 'Sailor' means a person in the Indian naval service other than an officer.

(e) 'Special Duties List' means the list of officers in the Indian Navy who are promoted to the Commissioned rank from sailors for special duties only.

(f) All other words and expressions used but not defined in these regulations and defined in the Navy Act, 1957, shall have the meanings respectively attributed to them by that Act.

PART II—OFFICERS

CHAPTER II

RATES OF PAY

4. *Admissibility.*—(1) For the categories of officers shown in column 1 of the table below, the rates of pay admissible shall be as set out in the appendices indicated in the corresponding entry of column 2 thereof—

Categories of officers	Appendix
1	2
(*a*) General List Officers of all branches (excluding Naval Aviation Branch) upto Lieutenant Commander (Substantive rank) . . .	Appendix II
(*b*) Naval Aviation Branch officers upto Lieutenant Commander (Substantive rank)	Appendix III
(*c*) General List Officers of all branches (including Naval Aviation Branch) Commander and above	Appendix IV
(*d*) General List Officers (Ex-branch List) substantive rank . .	Appendix V
(*e*) Special Duties List Officers	Appendix VI
(*f*) Midshipmen	Appendix VII

(2) An officer granted higher paid-acting rank upto and inclusive of Lieutenant Commander involving promotion to one step higher than his substantive rank, will receive pay appropriate to his substantive rank and length of service reckonable for pay *plus* an acting rank pay of Rs. 50/- per mensem. Officers other than ex-Branch List Officers of the rank of Commander and Captain whether acting or substantive and officers ex-Branch List of the substantive ranks of Commander and Captain shall receive pay at the rates shown for these ranks in the appropriate appendices referred to in sub-regulation (1).

Explanation.—Acting pay shall be treated as pay for all purposes.

(3) An officer who attains the substantive rank of Lieutenant before completion of three years' service on account of accelerated promotion, shall receive pay as for a Lieutenant promoted substantively to that rank in his fourth year of service; and an officer who attains the substantive rank of Lieutenant-Commander before completion of 11 years' service (on account of earlier accelerated promotion to the rank of Lieutenant) shall receive pay as for a Lieutenant Commander promoted substantively to that rank in his twelfth year of service. In either case, the officer shall continue to receive pay at the rate mentioned above until he becomes eligible for an increment on completing the same period of service as an officer who does not get accelerated promotion.

CHAPTER III

GENERAL REGULATIONS

5. *On first appointment.*—The pay of an officer on first appointment shall commence from the date of his appointment as notified in the Gazette of India or other appropriate orders.

6. *Assumption of an appointment.*—Unless it be specially provided for otherwise, an officer assumes charge of an appointment:—

(a) from the date on which he takes charge, if the charge is transferred before noon, or

(b) from the following day, if the charge is transferred in the afternoon.

7. *Pay and Allowances on return from leave.*—An officer on return from sick leave on furlough rates of pay or from furlough (either taken by itself or combined with annual leave) shall receive full pay of rank and allowances, if any, admissible from the date of resumption of duty.

8. *Continuance of pay.*—An officer shall continue to draw full pay of rank (including acting rank he is allowed to retain under the rules in force from time to time) and allowances, if any, admissible under the following circumstances:—

(a) while on duty in India or ex-India.

Explanation.—Officers deputed to undergo voluntary training course at the Himalayan Mountaineering Institute, Darjeeling shall be treated as on duty during the period of the course and the time spent on journeys and shall continue to draw emoluments on the same scale as they would have drawn if they had not volunteered for the course.

(b) while attending an authorised course of instruction in India or ex-India;

(c) while on the 'Sick List Concession' under rule 19 of Leave Rules for the Services, Part II—Navy;

(d) during annual leave, and the first six months of sick leave which shall include the period of annual leave for the year and if the annual leave for the year or a part thereof had been taken earlier, the period of full pay sick leave shall be reduced by the period of annual leave so taken;

(e) during the joining time admissible on transfer from one appointment to another;

(f) while appointed as supernumerary or additional to the ship or establishment.

9. *Cessation of pay.*—The pay of rank and allowances shall be discontinued—

(a) from the day following the date of the death of an officer;

(b) from the day on which an officer retires or resigns;

(c) for the period of any absence from duty without leave; and

(d) in the case of an officer who is dimissed with or without disgrace, removed from the service, or suspended for absence without leave, from the day following that on which the

decision relating to such dismissal, removal or suspension is communicated to such officer.

Explanation—When an officer is dismissed with disgrace, he also forfeits the pay accrued to him from the last pay day until the day of his dismissal under section 81(c) of the Navy Act, 1957.

10. *Retirement.* When an officer is required to retire on attaining a specified age, the retirement shall have effect from and inclusive of the day on which he attains that age.

11. *Relinquishment of an appointment.* (1) Except as otherwise provided for, an officer relinquishes an appointment from the day on which the charge is quitted or transferred, if such quitting or transfer takes place before noon or from the following day if it takes place in the afternoon.

(2) An officer shall relinquish an appointment from the date of the order abolishing it or from any subsequent date notified in the order, whether such officer is on duty or not at the time.

12. *Authorised deductions from or forfeiture or withholding of pay and allowances of officers.*—(1) The deductions from or the forfeiture of the pay and allowances of an officer are governed by the provisions of sections 28, 30, 31, 32, 33, 49(2) and 82(6), as the case may be, of the Navy Act, 1957 read with the relevant regulations issued under that Act from time to time.

(2) Where an officer has been convicted and sentenced to imprisonment by a criminal court, his pay and allowances shall be witheld from the date of such conviction until the decision of the Central Government is obtained—

(a) with regard to retention in service or otherwise of the officer in accordance with the appropriate regulations, and

(b) with regard to the pay and allowances, if any, to be allowed to him for the period during which such pay and allowances have been withheld.

13. *Right to increase in pay on promotion.*—(1) An officer shall have no claim to pay of a higher rank before promotion to such higher rank in accordance with the rules in that behalf.

(2) When an officer is promoted to a higher rank, either substantively or in a paid acting capacity, the appropriate pay and allowances admissible to him under these regulations shall be allowed from the date of such promotion as notified in the Gazette of India or other appropriate orders.

14. *Grant of erroneous promotion.*—The pay of higher substantive rank to which an officer is erroneously promoted shall be discontinued from the date on which the orders rescinding the promotion reach the ship or establishment in which the officer is serving if he is present on duty, and in other cases, from the date of the orders.

FIXATION OF PAY

15. *Fixation of pay of officers (excluding Special Duties List).*—(1) The pay of an officer of the rank of Commander and below shall be fixed on the basis of his rank and year of service as an officer (excluding period of antedate, unless otherwise stated), as shown under Appendices II, III, IV (i) and V subject to the minimum pay specified for each rank.

Commanders and below—Captains.—(2) The pay of an officer promoted to the rank of Captain shall be fixed in the time scale given in Appendix IV (ii) with reference to the service rendered in that or higher ranks.

Special Duties List officers.—(3) The pay of an officer in the Special Duties List shall be fixed according to his seniority in the rank held.

Pilots and Observers of the Navy.—(4) Naval Aviation Officers of the Indian Navy who have specialised as Pilots (P) and observes (O), and who fall within the authorised cadre of Pilots (P) and Observers (O) shall receive pay at the rates specified in Appendices III and IV from the dates they obtain their Wings for so long as they are fit and liable for flying duties, irrespective of the appointments actually held by them from time to time.

Explanation—Appointments authorised as tenable by Pilots (P) and Observes (O) in various establishments from time to time constitute the authorised cadre of Pilots and Observers referred to in sub-regulation (4).

Midshipmen.—(5) Midshipmen of the Indian Navy shall receive pay at the rate laid down in Appendix VII.

16. *Increased pay based on length of service.*—Except as otherwise provided, only full-pay commissioned service (service in the Special Duties List in the case of Special Duties Officers) and periods of leave on furlough rates of pay, reckon for increased pay.

17. *Grant of ante-date for purposes of Seniority, promotion and increments of pay and its effect.*—(1) The rules governing the grant of ante-date of commission for purposes of seniority, promotion and increments of pay, are laid down in the appropriate regulations made in that behalf. When an ante-date of commission is granted and published in the Gazette of India, the period of ante-date shall not, unless otherwise otherwise stated, reckon for purposes of increments of pay in the commissioned ranks.

(2) *Effect of ante-date.*—If an officer is granted an ante-date of first commission for purposes of seniority the ante-date shall not, unless otherwise stated, reckon for purposes of increments of pay in the commissioned ranks.

(3) The grant of ante-date of commission does not carry back pay prior to the date of commission.

(4) An officer promoted from the erstwhile Branch List to the rank of Lieutenant shall be entitled to take into account, for purposes of increments of pay in that rank, any ante-date of seniority granted to him on promotion.

18. *Service in paid acting ranks.*—(1) Service in a paid acting rank shall be reckoned towards increased pay in that as well as in a lower substantive rank, in cases where increments of pay are based on years of service in a rank.

(2) In the case of an officer of the rank of Captain, service, including broken periods of service rendered in that or in a higher paid acting rank, shall reckon equally with service rendered in the substantive rank towards the grant of increased pay dependent on length of service in that rank.

19. *Increments of pay.*—(1) When a scale of pay rises from a minimum to a maximum by annual increments or according to length of service, the increments of pay to officers shall be paid as they fall due: Provided that the Chief of the Naval Staff may, at his discretion, direct an increment to be withheld in respect of an officer whose efficiency or competency is, in his opinion moderate or inferior, for a period of three, six, nine or twelve months from the date on which such increment becomes due, and he shall at the time of imposing the penalty, give orders in writing as to whether the withholding shall have the effect of postponing future increments.

(2) An increment of pay shall be given effect to from the date the same falls due, irrespective of the fact whether the officer is on duty or on leave (including leave pending retirement.)

20. *Retired Officers re-employed.*—The pay and allowances of retired officers on re-employment shall be governed by orders issued by the Central Government on the subject.

21. *Officers taken prisoners of war or reported missing or presumed dead.*—The pay and allowances of an officer who is taken prisoner of war or who is reported missing and who dies or who is presumed to be dead, shall be governed by the orders issued by the Central Government from time to time.

CHAPTER IV

ALLOWANCES

Compensatory (City) Allowance

22. *Admissibility Ashore.*—Officers serving ashore will be entitled to receive compensatory (city) allowance in all cities where the allowance is admissible to civilian Government servants paid from the Defence Services Estimates, at the same rates and under the same conditions as are applicable from time to time to the latter.

23. *Admissibility Afloat.*—(1) Officers serving afloat on board ships which are based on Bombay or Calcutta shall be allowed to draw the allowance:—

(a) at full rates:—

(i) if married and their families actually reside in Bombay or Calcutta;

(ii) when they are required to live ashore during the time the ship undergoes refit, repairs and the like;

(iii) when they are required to live ashore while appointed 'ANGRE' additional to await embarkation to the United Kingdom for courses of instruction, deputation duty, and the like, or on temporary duty to undergo courses of instruction in Bombay; and

(b) at half the rates in other cases.

(2) Compensatory (city) allowance shall also be admissible to officers borne on ships based at ports other than Bombay or Calcutta during periods of repair or refit of the ship subject to the fulfilment of the following conditions, namely:—

(a) the ship is required to stay at Bombay or Calcutta beyond thirty days;

(b) the Commanding Officer of the ship certifies that the ship is not habitable due to repair, refit, and the like, and the officers are therefore, required to stay ashore;

(c) the officers do not avail themselves of the messing and other facilities in the ship while staying ashore; and

(d) hardlying money is not drawn in addition.

Explanation 1.—The disposition programme of Indian Naval ships during a particular month, issued by the Chief of the Naval Staff, shall be the basis for assessing the rate of allowance for such period.

Explanation 2.—The term 'family' mentioned in this regulation means an officer's wife, legitimate children and step children, residing with and wholly dependent on him and shall include other dependents and servants.

24. *Admissibility in general.*—(1) Compensatory (city) allowance shall normally be admissible only to those officers who are appointed permanently to a qualifying station.

(2) Eligibility to compensatory (city) allowances shall be determined with reference to the place of duty of the officer concerned.

(3) Officers proceeding to Bombay or Calcutta or Delhi or other qualifying stations on temporary duty or attached to shore establishments

located there, when not eligible for daily allowance under the travel regulations for the Navy shall, however, be entitled to the compensatory (city) allowance.

25. *Admissibility during leave and temporary duty.*—(1) Compensatory (city) allowance at full rates and under the conditions laid down in sub-regulations (2) and (3) shall continue to be admissible during periods of absence on leave and temporary duty upto the following limits:—

(a) during leave (other than leave pending retirement)—

(i) two months at a time in the case of officers on annual leave or annual leave combined with furlough or on furlough (not combined with annual leave), if any:

(ii) four months at a time in the case of officers on sick leave, inclusive of the period of annual leave, if any, provided for in sub-clause (i).

Explanation.—The limit of 4 months laid down in sub-clause (ii) shall be extended to 8 months in the case of an officer suffering from Tuberculosis or Cancer subject to the other conditions in these regulations being fulfilled in all respects. The question whether the allowance may be paid to an officer suffering from Tuberculosis or Cancer during leave exceeding 8 months shall be decided by the Government on the merits of each case.

(b) during temporary duty for a period not exceeding three months.

(c) during leave combined with temporary duty for the first three months.

(2) The allowance may be drawn during leave, if—

(a) the authority sanctioning the leave certifies that the officer is likely, on the expiry of the leave, to return to duty at the station from which he proceeds on leave or at another station in which he shall be entitled to a similar allowance; and

(b) the officer certifies that he or his family or both resided for the period for which the allowance is claimed, at any of the stations mentioned in clause (a).

(3) The allowance may be drawn during temporary duty, if—

(a) the authority sanctioning the temporary duty certifies that the officer is likely, on the expiry of the temporary duty, to return to the station from which he proceeded on such duty;

(b) the officer draws no allowance of the same kind in the station to which he proceeded on temporary duty; and

(c) the officer certifies that he kept his family, for the period for which the allowance is claimed, at the station from which he proceeded on temporary duty.

NOTE 1.—The certificate of the sanctioning authority regarding the likelihood of the officer returning to the station, should be embodied in the original order sanctioning the leave or temporary duty. In case the certificate is not embodied in the original order sanctioning the leave or temporary duty the revised order of leave or temporary duty embodying the certificate would be valid provided the order is revised before the officer actually hands over charge to proceed on leave or temporary duty.

If an oiginal sanction for leave is in fact given after the event, that is, after the expiry of the leave then sanctioned, the certificate regarding likelihood of return, which must logically be in the past tense, would be treated as valid.

NOTE 2.—In the case of temporary duty subject to the limit of three months, the title to compensatory allowance, if the temporary duty is subsequently extended beyond three months in all, shall remain intact upto the date of the order of extension.

Explanation.—For the purpose of the above regulation the term "family" means the officer's wife residing with him and legitimate children residing with and wholly dependent on him and includes his parents, sisters and minor brothers, if residing with and wholly dependent upon him.

26. *Husband and wife both entitled.*—Both husband and wife shall draw the allowance, if otherwise admissible.

27. *Not admissible in addition to expatriation allowance.*—Compensatory (city) allowance shall not be admissible to officers who are in receipt of expatriation allowance.

28. *Definition of 'pay' for compensatory (city) allowance.*—The term "pay" shall include pay of rank (under regulation 4) acting pay, personal pay qualification pay, flying pay and any other allowance treated as "pay for all purposes".

29. *Admissibility to Midshipmen.*—Midshipmen of the Navy shall also receive compensatory (city) allowance at the rates and under the conditions laid down in regulations 22 to 28.

Dearness Allowance

30. *Admissibility.*—All officers shall receive dearness allowance at the rates and under the conditions applicable from time to time to the civilian Government servants who are paid from the Defence Services estimates.

31. *Admissibility during leave in or outside India.*—(1) Dearness allowance may be drawn during any period of leave, other than leave without allowances, in or outside India, except that in the case of leave pending retirement or terminal leave, it shall be admissible only during the first four months of the leave.

(2) No dearness allowance shall be admissible to an officer on study leave whether in India or abroad.

32. *Calculation of dearness allowance during leave.*—(1) Dearness allowance during leave shall be based on the leave salary actually drawn, both for the purposes of monetary limits within which the allowance is admissible and for calculation of the amount of the allowance.

(2) Leave salary for this purpose shall comprise only those elements of pay which have been specified in regulation 35 as pay of rank. The portion of leave salary representing other additions to pay of rank which are excluded for the purpose of calculating dearness allowance, shall not be taken into account for calculating the amount of the allowance admissible during leave.

33. *Officer appointed or discharged or drawing varying rates of pay in the course of a month.*—The amount of dearness allowance in respect

of any period or periods during which varying rates of pay are drawn, shall be based, for the actual days of duty, on the rate of dearness allowance corresponding to the monthly rate of pay during such period or periods and not on the amount of pay actually drawn during such period or periods.

34. *When emoluments are drawn from foreign Governments.*—An officer in receipt of any emoluments of the nature of pay, leave salary or pension from a foreign Government or foreign Governments in addition to pay from the Government of India, shall, subject to the total emoluments not exceeding the limit prescribed for eligibility for dearness allowance, draw the allowance on the basis of his pay from the Government of India. For the purpose of this regulation, pension as originally sanctioned, that is, before commutation, if any, shall also be taken into account.

35. *Computation.*—(1) Dearness allowance shall be assessed on the basis of the pay of rank actually drawn and for this purpose acting pay, flying pay personal pay, qualification pay and any other allowance treated as "pay for all purposes" shall be considered as pay of rank.

(2) No emoluments other than those mentioned in sub-regulation (1) shall be taken into account for purpose of computation of dearness allowance.

36. *Rounding off the monthly rate.*—The amount of dearness allowance for a month arrived at on actual calculation shall be rounded off to the nearest five paise. For this purpose, the portion not below 2½ paise shall be rounded off to five paise and that below 2½ paise ignored.

37. *Admissibility to Midshipmen.*—Midshipmen of the Navy shall receive dearness allowance at the rates and under the conditions laid down in regulations 30 to 36.

Disturbance Allowance

38. *Admissibility for transfer within Indian limits.*—Married officers shall be entitled to disturbance allowance of Rs. 135 under the conditions hereinafter detailed when they are transferred and are required to travel on warrant from one station to another within Indian limits or to a ship or while on temporary duty or when on return from leave, they are appointed to stations other than those from which they proceeded on temporary duty or leave, for the purpose of meeting the incidental expenditure incurred by them in connection with such movements.

Explanation.—For the purpose of admitting this allowance at Indian rates, movements between India and Ceylon will be regarded as movements within Indian limits.

39. *Condition as to period.*—Disturbance allowance shall be admissible if the duration of the stay at the station or ship to which an officer is appointed is expected to exceed six months irrespective of the actual period of stay and also in the cases of officers whose period of stay at the new station or ship is not originally expected to exceed six months at the time of the movement but actually exceeds that period.

40. *Conditions as to family's movement.*—(1) Disturbance allowance shall be admissible provided the family moves within six months from the date of the movement of the officer, either for the purpose of joining

him at the new duty station or for the purpose of residing at a selected place of residence in India if the officer is appointed to a ship or a non-family station provided that the period of six months may be extended upto a maximum of one year by the Chief of the Naval Staff, Flag Officer Commanding, Indian Fleet, Flag Officer, Bombay, Commodore-in-Charge, Cochin or Commodore East Coast, in cases where the movement of the family is delayed due to non-availability of suitable accommodation, Government or private, at the station to which the officer is posted. In all other cases, the power to extend the time-limit of six months shall vest in the Central Government.

Explanation 1.—In the case of stations which have not been declared as non-family stations, but in respect of which an embargo exists on families being brought to the station, the allowance shall be admitted on the production of a certificate from the Commanding Officer of the ship or establishment to the effect that such an embargo exists, quoting the authority for the embargo.

Explanation 2.—If a married officer cannot be provided with married accommodation at the station to which he is posted, that station will be treated as non-family station for that officer, provided it is certified by the Station Commander that the family-accommodation is not available.

Explanation 3.—In case the family proceeds to the United Kingdom within six months of the movement of the officer to a ship or a non-family station, no disturbance allowance shall be admissible by reason of such transfer to a ship or non-family station.

(2) Disturbance allowance shall also be admissible when the family rejoins the officer on his transfer from a ship or a non-family station to a family station (other than that at which the family is already residing) in India.

41. *Refund of the allowance.*—Disturbance allowance shall be refunded, if within six months of the change of station, a married officer claims to be treated as a single officer for accommodation under the rules for allotment of quarters.

42. *No option to exchange cost of warrant for travelling allowance.*—In the case of movements for which travelling allowance is admissible, officers shall not be allowed the option of exchanging travelling allowance for the cost of warrant plus disturbance allowance.

43. *Admissibility when officer and his family proceed ex-India.*—Married officers proceeding overseas on duty from India or other stations ex-India or returning to India from overseas shall be entitled to disturbance allowance at the rate of Rs. 400 provided that the officers move ex-India with their families or are joined by their families within six months of the date of the movement of the officer and the families move at Government expense.

44. *When the family of an officer proceeding ex-India moves to a selected place of residence in India.*—(1) If the family of an officer proceeding overseas, proceeds to a selected place of residence in India, the allowance shall be paid at the rate and under the conditions laid down in regulations 38 to 41.

(2) The grant of disturbance allowance shall, however, be restricted to one movement only on the first occasion of the transfer of the head

of the family overseas and also on each subsequent occasion when the head of the family moves overseas after being re-appointed in India on duty of a permanent nature, provided that the conditions for the grant of the allowance are fulfilled.

(3) The allowance shall also be admissible when the family rejoins the head of the family on his being re-appointed in India to a station other than that at which the family is already residing.

45. *When officer dies reported missing, and the like.*—(1) In case when the family of an officer who has proceeded overseas moves to a selected place of residence consequent upon a notification that the officer is dead, is reported missing, is taken as prisoner of war or is interned, disturbance allowance shall be paid to the family even though the officer may not have been actually residing with family at the time the casualty occurred, provided that the allowance was not drawn earlier when the officer went overseas and that it is otherwise admissible. Payment in these circumstances may be made direct to the family.

(2) In cases, however, where an officer, living with his family, dies abroad and the family returns to India at Government expense, disturbance allowance of Rs. 400 shall be paid to the family of such officer.

46. *Restriction as to age.*—No officer shall be eligible for disturbance allowance unless he is above 25 years of age.

47. *Married officer.*—The expression "married officer" shall include an officer who is a widower, a divorcee, and an officer who has obtained a decree for judicial separation and having a dependent legitimate child or children or step-child or step-children or a legally adopted child or children and a married officer maintaining his divorced wife.

Diving Pay (Dip money)

48. *Admissibility.*—Diving Pay at the rates and under the conditions laid down for sailors in sub-regulations (1) to (8) of regulation 148 shall also be admissible to qualified officers including any officer who has successfully completed a course at a diving school and whose duties necessitate his going under water or pressure, using any approved diving apparatus during diving operations or during diving practices under the authority of the Commanding Officer.

Entertainment Allowance

49. *Qualifying appointments.*—Entertainment allowance shall be admissible to officers of the Indian Navy while holding the appointments detailed in the table below, at the rates shown against each:—

Rank	Nature of appointment	Rate of allowance
1	2	3
		Rs. p.m.
	(*a*) *Ashore*	
(*i*) Rear Admiral . . .	Flag Officer, Bombay	200
(*ii*) Commodore . . .	Commodore-in-Charge, Cochin	185
(*iii*) Commodore . . .	Commodore East Coast, Vishakhapatnam	170
	(*b*) *Afloat*	
(*i*) Rear Admiral . . .	Flag Officer Commanding, Indian Fleet	350
(*ii*) Captain	In independent command of a ship in commission.	200
(*iii*) Commander Lieutenant-Commander Lieutenant.	In independent command of a ship in commission.	100

Explanation.—Commanding Officers of Motor Mine Sweepers, Motor Launches, Harbour Defence Motor Launches, Landing Craft Transports and vessels of comparable size shall not be entitled to this allowance.

50. *Period of admissibility.*—Entertainment allowance shall be admissible for the actual period the qualifying appointment is held.

51. *Admissibility during absence on leave or temporary duty.*—(1) In the case of officers serving afloat, entertainment allowance shall be admissible to the permanent incumbent of an appointment which carries entertainment allowance, for the first fourteen days of his absence on leave or on sick list or temporary duty and for the subsequent period of such absence the allowance shall be admissible to the officer actually performing the duties connected with such appointment at rates appropriate to the rank held by him.

(2) In the case of officers serving ashore, entertainment allowance shall be admissible to the permanent incumbent of the appointment during leave or while on sick list or temporary duty when he is held against it and shall be stopped from the date he is struck off the said appointment.

Expatriation Allowance

52. *Zone of admissibility.*—Officers and Midshipmen ashore ex-India and afloat outside the limits of the area specified below shall receive expatriation allowance:—

(a) East of line—20° 45′ North longitude 92° 21′ East South to latitude 15° North then East to longitude 95° East thence due South to the Equator.

(b) South of the Equator.

(c) West of the meredian of 60° East as far South as the Equator.

53. *Rates.*—The rates of expatriation allowance are as shown in the table below:

	Rs. p.m.
Rear-Admiral and above	250
Commodore Captain	200
Commander	150
Lieutenant-Commander	100
Lieutenant	75
Sub-Lieutenant Acting Sub-Lieutenant	50
Midshipmen	50

Explanation.—This allowance shall not be admissible to officers in receipt of daily allowance or compensatory allowance ex-India under Chapter XII.

Flying Pay

54. *Admissibility.*—Flying pay shall be admissible at the rate of Rs. 50 per mensem to Indian Naval officers, irrespective of rank, while undergoing initial flying training.

Explanation.—Flying pay shall be treated as "Pay for all purposes".

Funeral Expenses

55. *Funeral expenses—a charge on the Central Government.*—The actual funeral expenses of an officer whose death occurs while on field service shall be a charge on the revenues of the Central Government.

Explanation 1.—Deaths occurring on board ships and deaths resulting from accidents to service aircraft shall be treated as deaths on field service and actual expenses on such funerals shall be borne by the Central Government. This is subject to the condition that service funerals are provided for such cases.

Explanation 2.—Funeral expenses in respect of deaths occurring on board ships in Indian ports, where a naval establishment is located, shall, however, be restricted to the limits laid down in regulation 56.

56. *Limit as to amount.*—(1) When the death of an officer occurs in a peace station, a grant-in-aid to the extent of the actual cost of the funeral subject to a maximum amount of Rs. 75 shall be admissible.

(2) The funeral expenses of an officer whose death occurs while serving in a mission or post abroad or of an Indian domestic servant of such officer dying while on duty abroad and whose passage has been met by the Central Government, shall be met by that Government in full.

(3) In the case of death of a member of the family of an officer in circumstances referred to in sub-regulation (2), the liability of the Central Government shall be limited to the difference between the actual funeral expenses (excluding the cost of shawl that may be placed on the dead body) and the cost of an appropriate funeral in India which has been assessed at Rs. 150.

57. *Death by drowning.*—The allowance under regulations 55 and 56 shall not be admissible in the case of death of an officer by drowning unless the dead body receives sepulchre or funeral.

Hardlying Money

58. *Admissibility.*—Hardlying money shall be payable to officers including those belonging to record parties whilst actually living and sleeping on board ships at the rates and under the conditions hereinafter provided.

59. *Rates.*—The rates of hardlying money shall be as given below:—

Rank	Daily rates	
	Full rates	half rates
	Rs. P.	Rs. P.
Lieutenant and above	2 75	1 37
Sub-Lieutenant, Acting Sub-Lieutenant, Midshipman and Cadet .	2 00	1 00

60. *Classification of ships for full and half rates.*—(1) The classes of ships service on which qualifies for hardlying money at "full rates" are given below:—

(a) *Minesweepers*—

(i) Motor Minesweepers.

(ii) Inshore Minesweepers.

(iii) Coastal Minesweepers.

(b) *Salvage Vessel and Ocean-going Tug*—
Indian Naval Ship HATHI.

(c) *Landing Craft*—
Major and Minor Landing Craft and Landing Barges.

(d) *Small Craft*—

(i) Trawlers and craft on Minesweeper and Anti-Submarine work.

(ii) Examination Vessels.

(iii) Motor Torpedo Boats.

(iv) Motor Gunnery Boats.

(v) Seaward Patrol crafts.

(vi) Sea-going Launches.

(2) The classes of ships, service on which qualifies for hardlying money at "half rates" are given below:—

Minesweepers—

Ocean or Fleet Minesweepers.

NOTE.—Hardlying money shall not be admissible to Indian Naval personnel on board Ocean Minesweepers or Fleet Minesweepers as a matter of course but only when such vessels are used as Minesweepers.

Explanation.—The payment of full or half rates of hardlying money is based on considerations of the living and sleeping conditions on board, which refer not only to the actual messing and sleeping accommodation but all factors that affect the health and comfort of those on board, namely, interference with sleep and rest, the difficult cooking arrangements and the like, and the amenities of life in the ship as a whole. The following broad principle is, therefore, followed, namely:—

(i) When the living and sleeping conditions are considered to be not superior to those experienced in a major landing craft on normal service—Full rates.

(ii) When the living and sleeping conditions are considered superior to those experienced in a major landing craft but markedly inferior to those in an Ocean Minesweeper or Fleet Minesweeper.—Half rates.

61. *Nature of service for eligibility.*—To be eligible for hardlying money the ships referred to in regulation 61 must be employed mainly on sea service, that is, continuous service involving lengthy periods in the open sea or voyages between distant ports irrespective of periods, incidental to such service, spent in ports.

Explanation 1.—By "lengthy period" is meant any period not being less than one night during which the craft remained in open sea as distinct from harbour or inland waters.

Explanation 2.—By "distant ports" is meant ports (other than the home port that is, where the craft is based) the journey between which involves going out into the open sea and remaining out for at least one night.

62. *Period of living on board less than 24 hours.*—Where the period of living on board is less than 24 consecutive hours, hardlying money for one day only shall be granted provided the officer or officers concerned are required to sleep on board the ship.

63. *Inadmissibility for leave, temporary duty and the like.*—Payment shall not be made to officers who are on leave or absent on duty overnight or are provided with alternative accommodation of a kind not entitling them to hardlying money, even though they are borne on the books of a ship service in which entitles its personnel to hardlying money.

64. *Inadmissibility for certain type of service.*—Hardlying money shall not be admissible for service in ships—

(a) employed exclusively in harbours or smooth waters;

(b) employed at sea for short periods only, or

(c) which do not remain at sea overnight.

Explanation.—The term "smooth waters" shall mean all waters within the harbour limits and also inland waters; the Gulf of Kutch and the Gulf of Cambay shall, for this purpose, not to be considered as smooth waters.

65. *Method of computing period of admissibility.*—For the purpose of calculating the amount of hardlying money admissible, the period to be taken into account is that between the time a craft leaves the port (on a journey or operation which shall entitle its personnel to such money) and the time it returns thereto and not the period between its crossing the smooth water limit in each direction.

INTERPRETERS' ALLOWANCE

66. *Allowance for Official interpreters filling authorised appointments.*—(1) An officer appointed official interpreter in a non-Indian language shall receive an allowance of Rs. 100 per month.

(2) The above allowance shall be drawn on the authority of a Navy Order notifying the appointment and its duration.

(3) The number of officers entitled to the allowance at any one time is three.

(4) The allowance shall be suspended while the officer is out of India on leave, deputation and the like.

OUTFIT ALLOWANCE—INITIAL GRANT

67. *Initial grant.*—Outfit allowance, at the rates and under the conditions hereinafter specified, shall be given as a grant-in-aid to officers on first commission for the purpose of providing themselves with authorised uniform.

68. *Subordinate Officers.*—(1) A grant of Rs. 1,000 for providing uniform shall be admissible to each of the cadets passing out of the National

Defence Academy for naval training. This grant shall be placed at the disposal of the Commanding Officer, Cadets' Training Ship. The Commandant of the Academy shall, as soon after the passing out of the cadets as possible, furnish to the Commanding Officer, Cadets' Training Ship and the Controller of Defence Accounts (Navy), a list of successful cadets. On receipt of this list, the amount shall be drawn by the Commanding Officer from the Ship's Imprest.

(2) A further grant of Rs. 1,000, for the same purpose, shall be admissible to each cadet on his promotion to Acting Sub-Lieutenant.

69. *Officers granted Short Service Commissions.*—(1) A grant of Rs. 1,000 shall be placed at the disposal of the Commanding Officer, Indian Naval Ship VENDURUTHY in respect of each candidate appointed to a short service commission in the Indian Navy, to enable him to make payments required for essential articles of uniform for the initial kitting up of the officers.

(2) The unexpended portion of the uniform allowance shall be carried forward from the accounts in that behalf in one ship or establishment to another, until the entire period of training is completed by the concerned officer and the balance, if any, shall be paid to him.

70. *Other regular Commissioned Officers.*—A grant of Rs. 1,400 shall be admissible to every regular commissioned officer (other than those covered in regulations 68 and 69) on first appointment in the Indian Navy whether on probation or not, to meet the cost of the uniform:

Provided that the grant of Rs. 1,400 under this regulation shall not be admissible to short service commission Officers and Cadet Entry Officers whose claim to outfit allowance, on getting regular commissions, shall be governed by regulations 69 and 68 respectively.

OUTFIT ALLOWANCE—RENEWAL OF

71. *Eligibility.*—All officers in receipt of pay and allowances under these regulations shall receive a fresh outfit allowance of Rs. 1000 after every 7 years of effective service Commencing from the date of first commission subject to the provisions of regulation 72.

72. *Dates for Eligibility for renewal of outfit allowance.*—(1) In the case of officers (other than those of erstwhile Branch List) who had completed 7 years of effective service on the 1st April, 1948 and had received a fresh outfit allowance on that date, the period of 7 years for a further grant shall reckon from the 1st April, 1948.

(2) In the case of General List Officers promoted from the erstwhile Branch List, the fresh outfit allowance shall be admissible after 7 years from the date on which they last drew outfit allowance as Branch List Officers.

(3) In the case of officers on the Special Duties List, the fresh outfit allowance shall be granted on completion of 7 years' effective service commencing from the date of promotion to the Special Duties List or the erstwhile Branch List, as the case may be.

73. *Officers on leave pending retirement not eligible.*—The outfit allowance referred to in regulation 72 shall not be admissible to those who at

the time of completing the period of seven years are on leave pending retirement.

74. *Officers on sick leave or awaiting re-categorisation.*—In the case of officers who are on sick leave or are sick in hospital pending categorisation of their medical category at the time of completion of seven years, the allowance shall not be paid until they return to duty. Officers who are medically categorised as 'E' shall not be eligible for the allowance.

75. *Computation of the period of seven years.*—The period of seven years' effective service referred to in regulations 71 and 72 shall include all commissioned service (and service in the erstwhile Branch List when applicable) rendered on the active list in the Indian Navy separately or as a short service commission officer or as an officer of the Indian Naval Reserve or as a Regular Permanent Commissioned Officer collectively.

76. *Officers in civil employ.*—(1) Officers in civil employ shall count such service as qualifying service for outfit allowance under regulation 71 provided that their pay and allowances are governed by these regulations and they are required to wear uniform while in civil employ.

(2) The entire cost of the outfit allowance shall be debitable to the estimates of the Union Ministry or State Government under which the officer is employed at the time the allowance becomes due for payment.

77. *Officers under arrest, suspension, and the like.*—The claims for renewal of outfit allowance in respect of officers who are under arrest, suspension or on trial at the time the allowance becomes due, shall be settled only when the final result of proceedings relating thereto becomes known.

78. *Certificate for claiming allowance.*—All claims for the renewal of outfit allowance shall be supported by a certificate that the amount shall be spent on the renewal of the uniform.

SPECIAL OUTFIT OR UNIFORM ALLOWANCE

79. *Admissibility.*—(1) A special non-recurring uniform allowance of Rs. 500 shall be admissible to officers, on the personal staff of the Chief of the Naval Staff to provide themselves with the prescribed special uniform.

(2) Such allowance shall be admissible only to those who are likely to complete eighteen months in the appointments specified hereunder:—

(a) Secretary to the Chief of the Naval Staff;

(b) Flag Lieutenant to the Chief of the Naval Staff.

TROPICAL WORKING DRESS FOR AIR CREW OFFICERS AND OFFICERS EMPLOYED ON ENGINEERING, RADIO, RADAR AND ELECTRICAL DUTIES.

80. *Eligibility for and amount of the allowance.*—An allowance up to a maximum of Rs. 90 in the case of Air Crew Officers and Rs. 70 in the case of those employed on Engineering, Radio, Radar and Electrical duties which require them to work on or in an aircraft shall be admissible to officers who have specialised as Pilots (P), Observers (O), Air Engineering Officers (A/E), Air Electrical Officers (A/L) and Air Radio

and Radar Officers (A/R) and who are under training for those specialisations, for the purchase of the following items of clothing as tropical working dress:—

Item	Numbers
Cap Covers, Khaki	3
Shirts, Khaki	6
Shorts, Khaki	3
Flying Overalls, Khaki or white	2
Stocking, Khaki—Pairs	4
Shoes, Brown Leather—Pair	1

Note 1.—The allowance shall be treated as a supplementary grant and shall not be renewable after seven years under regulation 71.

Note 2.—Flying overalls, khaki or white, are meant for the use of officers employed on Air Crew duties only.

INITIAL, FRESH AND SPECIAL OUTFIT ALLOWANCE—WHEN REFUNDABLE

81. *Refund of allowances on failing to serve 2 years after withdrawal.*—(1) An officer to whom the outfit allowance has been paid under regulations 70 and 71 and who fails to serve in the Navy for a period of 2 years shall be required to refund 25 per cent. of the outfit allowance for every period of six months or part thereof by which his service falls short of two years.

(2) The refund, may, however, be waived in whole or in part, at the discretion of the Chief of the Naval Staff if the failure to complete the said period of service for 2 years is due to death, invalidation through causes beyond the officer's own control, or other special circumstances.

82. *Refund from a short service commission Officer.*—(1) If a short service commission officer is discharged from the service or is permitted to resign during initial training, any unspent balance of uniform allowance drawn under regulation 69 shall be refunded to the Central Government and the items of uniform already provided to the officer shall be withdrawn from him and disposed of by sale, and the proceeds shall be credited to the Central Government.

(2) If such officer is discharged from service or is permitted to resign after completion of initial training, the refund of uniform allowance shall be in accordance with the provisions contained in regulation 81.

83. *Refund of special uniform allowance.*—Officers to whom the special uniform allowance under regulation 79 has been paid and who leave the appointments specified in sub-regulation (2) thereof before completing eighteen months therein shall be required to refund half the allowance if they fail to complete one year of service, or a quarter of it if they serve for an year or more but less than eighteen months, in such appointments.

PERSONAL PAY—PRE-1936 OFFICERS

84. *Admissibility and rates.*—Officers who were in service as such or who were undergoing initial training in the United Kingdom on the 1st July 1936, shall, in addition to the rates of pay laid down in regulation

4, be entitled to personal pay which is regulated in accordance with their ranks as follows:—

	Rs. p.
Lieutenant Commander	200
Commander	250
Captain	250
Commodore	300
Rear-Admiral	350

Explanation.—The personal pay shall be regarded as "pay for all purposes" and shall be drawn in addition to pay of rank.

QUALIFICATION PAY AND GRANT

85. *Admissibility.*—Officers of the rank of Commander and below, including Special Duties List Officers, who have completed two or more years of commissioned service, possess the prescribed qualifications and are in receipt of pay under regulation 4, shall be eligible for qualification pay or grant at the rates and under the conditions laid down in these regulations.

86. *Qualifications.*—The qualifications referred to in regulation 85; the acquisition of which entitles the officers to qualification pay or grant; are listed in Appendix VIII. These qualifications are subject to review and the qualification pay or grant in respect of a particular qualification shall be admissible only so long as such qualification is recognised for the purpose.

87. *Rates.*—The various rates of qualification pay or grant are as follows:—

	Rs. p.m.
(*i*) Higher rate of qualification pay	75
(*ii*) Lower rate of qualification pay	50
(*iii*) Higher rate of qualification grant	1800
(*iv*) Lower rate of qalification grant	1200

88. *Officer possessing more than one qualification.*—(1) An officer can draw only one rate of qualification pay and if he is in possession of qualifications entitling him to qualification pay both at the higher and the lower rates; he shall draw only the higher rate of qualification pay.

(2) An officer who has drawn a lump sum grant in respect of a qualification and who subsequently acquires a new qualification, entitling him to a qualification pay or grant, shall commence to draw the qualification pay or shall be allowed to draw the new lump sum grant, as the case may be, on the expiry of a period of two years from the date on which he drew the previous grant.

89. *Non-eligibility for certain categories of qualifications.*—An officer shall not be eligible for qualification pay or grant in respect of—

(a) any qualification which was the minimum required for the entry of that officer in commissioned rank; or

(b) any qualification acquired before being commissioned in consideration of which a concession in the form of ante-date of seniority, accelerated promotion or special rate of pay or allowance, has been given.

90. *Effective date of acquisition of qualification for the purpose of qualification pay.*—The date of acquisition of a particular qualification

shall be the date of successful completion of the course, or declaration of result of the diploma or degree examination or date of conferment of membership or associate membership, as the case may be.

91. *Effect of change in the prescribed qualifications.*—(1) If a qualification entitling an officer to qualification pay or grant is omitted from the list given in Appendix VIII, the qualification pay or grant in respect of that qualification shall cease to be admissible from the date of issue of the order omitting that qualification and no protection of such qualification pay or grant shall be available thereafter.

(2) Qualification pay shall also cease to be admissible in respect of a qualification from the date of issue of orders downgrading it to a qualification for which only a lump sum grant is admissible, and no protection of such qualification pay shall thereafter be available; and in that case the amount, if any, by which the total of the qualification pay drawn up to the said date falls short of the lump sum grant attached to the qualification on its downgrading shall become admissible as a grant to the officer.

(3) Whenever new qualifications carrying qualification pay are included in the list given in Appendix VIII, the entitlement to qualification pay shall commence from the date of issue of the relevant orders, irrespective of when the new qualification was acquired by the persons entitled in the past.

(4) If new qualifications with entitlement for a qualification grant are added to the list in future, the grant shall be admissible only to those who acquire such qualifications after the issue of the relevant orders.

92. *Qualification Pay is pay for all purposes.*—Qualification pay shall be treated as "pay for all purposes".

SURVEY BOUNTY AND SURVEY ALLOWANCE

93. *Eligibility.*—Officers of the executive branch, employed on survey duties, shall receive survey allowance and survey bounty at the rates and under the conditions specified in these regulations.

94. *Rates for officers other than those who opt to be governed by the rules in force prior to 1st October, 1959.*—Officers other than those who have opted to be governed by the rules in force prior to the 1st October, 1959, shall receive survey allowance and survey bounty at the rates shown in the following table:—

Category of Officers	Survey Allowance—Rs. per mensem	Survey Bounty—Rs. per annum
4th Class Asstt. Surveyor 3rd Class Asstt. Surveyor	50	750 minus survey allowance received during the period involved.
2nd Class Asstt. Surveyor . .	75	1200 minus survey allowance received during the period involved.
1st Class Asstt. Surveyor . .	75	1680 minus survey allowance received during the period involved.
Charge		
Lieutenant Commander . . .	75	1680 minus survey allowance received during the period involved.
Commander	75	1800 minus survey allowance received during the period involved.
Captain	Nil	1800

Explanation.—An officer who is promoted from one survey class to another during the course of a survey year, shall be eligible for the grant of the survey allowance and bounty at the appropriate rate for the period for which each class is held.

95. *General conditions of admissibility for officers other than those who opt to be governed by the rules in force prior to 1st October, 1959.*—(1) The grant to such officers, of survey allowance shall be subject to the following conditions:—

(a) The allowance shall be admissible to officers of the rank of Commander and below only, both serving ashore and afloat from the date of their getting the minimum grade of 4th Class Assistant Surveyor.

(b) The allowance shall be credited in the individual Pay Accounts of the officer at the prescribed rates every month for the actual period he is employed on survey duties, irrespective of the month of the survey year in which he joins the survey duties.

(c) No other qualification pay shall be admissible in addition to survey allowance while an officer is employed on survey duties.

(d) The allowance shall cease to be admissible on the reversion of the officer from Survey to general branch.

Explanation 1.—An officer must complete a probationary period of 3 months from the date of joining the Survey branch afloat or ashore under training in hydrography before he can be graded as IVth Class Assistant Surveyor.

Explanation 2.—Survey allowance shall be treated as pay for all purposes.

(2) The grant of survey bounty shall be subject to the following conditions:—

(a) The bounty shall be paid annually in arrears in respect of each survey year.

(b) For eligibility to survey bounty, an officer must have been employed in survey ships on field duties for a minimum period of 75 days in the survey year.

(c) Full survey bounty shall be payable only if an officer has done a minimum of 150 days on field duties; for periods ranging from 75 to 149 days, only proportionate bounty shall be admissible to officers of the rank of Commander and below.

(d) The full survey bounty of Rs. 1800 per annum shall be admissible to officers of the rank of Captain subject to the fulfilment of the basic condition of employment on field duties for a minimum period of 150 days in the survey year. No proportionate bounty shall be admissible to a Captain who fails to put in the minimum qualifying period of 150 days on field duties.

(e) An officer of the rank of Commander and below who is appointed to the General Service during the course of a survey year and vice versa, shall be entitled to proportionate bounty, in arrears, at the end of the survey year, provided he fulfils the condition in clause (b). In such cases, the proportionate bounty shall be calculated on the basis of the period for

which an officer is actually employed on survey duties, as also of the number of days of service rendered by him on field duties in the survey year.

(f) If an officer, on being appointed to the General Service, does not resume survey duties during the survey year, he shall be treated as a fresh entrant for the purpose of further entitlement to survey bounty.

(g) The officer's work in the survey year must be certified to have been satisfactory by the Chief Hydrographer.

Explanation 1.—The expression "survey year" means the period from the 1st October of a year to the 30th September of the following year.

Explanation 2.—The total amount of survey allowance drawn by an officer in the Survey Branch whether on field duty or not together with the survey bounty shall, in no case, exceed the annual rates of survey bounty payable to such officer in accordance with regulation 94.

Explanation 3.—Survey bounty shall be taken into account for determining the rates of compensatory (city) and dearness allowances.

96. *Rates—Officers who opt to be governed by the rules in force prior to 1st October, 1959.*—Officers who have opted to be governed by the rules in force prior to the 1st October, 1959, shall receive survey bounty at the rates shown in the following table:—

Category of officers	Rs. per annum
4th Class Asstt. Surveyor 3rd Class Asstt. Surveyor	750
2nd Class Asstt. Surveyor	1200
1st Class Asstt. Surveyor	1680
Charge	
Lieutenant Commander	1680
Commander	1800
Captain	1800

Explanation 1.—An officer must complete a probationary period of 3 months from the date of joining the Survey branch afloat or ashore under training in hydrography before he can be graded as IVth Class Assistant Surveyor.

Explanation 2.—An officer who is promoted from one survey class to another during the course of a survey year, shall be eligible for the grant of the bounty at the appropriate rate for the period for which each class is held.

97. *General conditions of admissibility for officers who opt to be governed by the rules in force prior to 1st October, 1959.*—The grant of survey bounty under regulation 96 shall be subject to the following conditions:—

(a) The bounty shall be paid annually in arrears in respect of each survey year.

(b) It shall be admissible to an officer who has been employed on survey duties throughout the survey year in question.

(c) The officer must have been employed in survey ships on field duties for a minimum period of 150 days in the survey year.

(d) An officer who is appointed to the General Service during the year, shall be entitled to proportionate bounty, in arrears, at the end of the survey year, provided he fulfils the condition in clause (c); and if he does not resume survey duties during the survey year, he shall be treated as a fresh entrant for the purpose of further entitlement to survey bounty.

(e) The officer's work in the survey year must be certified to have been satisfactory by the Chief Hydrographer.

Explanation 1.—The term "survey year" constitutes the period from the 1st Ocotber of a year to the 30th September of the following year..

Explanation 2.—Survey bounty shall be taken into account for determining the rates of dearness allowance.

FLYING BOUNTY

Authority for this section may be seen in the concordance.

98. *Admissibility.*—Officers of the Aviation Branch who have specialised as Pilots (P) and Observers (O) and fall within the authorised cadres of Pilots and Observers shall, in addition to their normal pay and allowances, receive a flying bounty at the rates and under the conditions hereinafter specified.

Explanation.—Appointments authorised as tenable by Pilots (P) and Observers (O) in various establishments from time to time constitute the authorised cadres of Pilots and Observers referred to in this regulation.

99. *Condition of flying hours.*—The flying bounty shall be admissible to officers on completion by them of a minimum number of flying hours as hereinbelow specified, in service aircraft belonging to the Indian Navy, the Royal Navy, the Indian Air Force, or the Royal Air Force irrespective of the appiontments actually held from time to time by the officers entitled:—

(a) Officers filling authorised complement billets in or appointed additional to flying units engaged on an operational role, ashore or afloat.....72 flying hours in a year.

(b) Officers filling authorised complement billets in or appointed additional to non-operational establishments or units ashore 36 flying hours in a year.

(c) (i) Officers filling authorised general service complement billets in or appointed additional to a sea-going ship....36 flying hours in a year

(ii) Officers filling authorised complement billets in or appointed additional to the air complement of an aircraft carrier....36 flying hours in a year.

Explanation 1.—The term "flying units engaged on an operational role" covers air groups, squadrons and flying units on the active list, whether embarked or disembarked and flying training schools, conversion (flying) training units and communication flights.

Explanation 2.—Non-operational establishments include Naval Headquarters, maintenance and repair units, ground training schools and miscellaneous administrative organisations, (for example, Recruiting, Selection Boards, and the like) and, for the purpose of this regulation, include sea-going ships.

Explanation 3.—If an officer is transferred from a flying unit engaged on an operational role to a non-operational establishment or vice versa, the number of flying hours required for the purpose of claim to full flying bounty for the year shall be calculated in proportion to the length of the period of stay of the officer in the respective units or establishments.

Explanation 4.—Flying hours done in flying units engaged on an operational role or non-operational establishment in excess of the required minimum number in the respective unit or establishment shall be carried over from one to the other to complete the flying hours required for the whole bounty year.

Explanation 5.—For the purposes of regulations 98 to 104, "bounty year" or "year" shall mean the financial year.

100. *Rates.*—The rates of flying bounty admissible to officers are as given below:—

	Rs. per annum
(*i*) Sub-Lieutenants, Lieutenants, Lieutenant Commanders and Commanders	3,000
(*ii*) Captains and Commodores	2,700
(*iii*) Rear Admiral and Vice Admiral	1,800

Explanation.—The rate shown at (iii) shall apply when the officer concerned draws pay at the rate appropriate to his rank as laid down in these regulations. If, however, an officer is allowed a consolidated rate of pay higher than the rate appropriate to his rank as laid down in these regulations while holding an appointment in the Indian Navy carrying with it the rank of Rear Admiral or Vice Admiral, the rate of flying bounty shall be Rs. 1200 per annum.

101. *Requirement of an assurance policy coverage.*—(1) An officer who has become qualified as Pilot or Observer on or after the 1st December, 1959, on becoming eligible for flying bounty, shall be required to take out, and keep alive, an endowment assurance policy for 10-year term or longer, or alternatively a convertible life policy with definite conversion into endowment, with the Life Insurance Corporation, the sum assured being not less than Rs. 10,000 and the average premium payable during the first 10 years of commissioned service, after becoming eligible for flying bounty, being not less than Rs. 100 per mensem; and grant of flying bounty to him for the first 10 years of service after his becoming eligible for it, shall be subject to the fulfilment of this requirement.

(2) A life insurance policy taken out as required under sub-regulation (1) by an officer, or his parent or guardian in his favour during the period of training as officer or cadet, including the period as a cadet in the National Defence Academy, shall also be acceptable for the purpose of this regulation.

(3) The fulfilment of the requirements of sub-regulations (1) and (2) shall be certified by the authority prescribed for the purpose by the Naval Headquarters, at the time when the policy is initially taken out, or when the officer becomes eligible for flying bounty if the policy has already

been taken out. Thereafter, the prescribed authority shall verify and certify at the close of each financial year that the policy has remained alive and unencumbered.

102. *Failure to complete flying hours.*—(1) In the case of the death of an officer without completing the prescribed minimum flying hours in a year, the amount of bounty actually earned by him under these regulations, for the portion of the year prior to his death, shall be paid to his dependants after deducting what he may have already drawn in respect of that period.

(2) An officer who is released from service in the normal course on satisfactory completion of the full active list period of his engagement or is invalidated out of service due to disability caused during service career or is withdrawn from flying duties on account of his becoming medically unfit, shall be paid the bounty, if any, actually earned by him under these regulations for the portion of the year prior to the happening of any of the said events, after deducting what he may have already drawn in respect of that period.

(3) An officer, who rendered unfit for flying duties due to a flying accident, would continue to draw the bounty at the normal rate appropriate to his rank provided the Chief of the Naval Staff certifies that the officer would have, in the normal course of events, completed the requisite number of flying hours.

103. *Officers qualifying during a financial year.*—In case of an officer who qualifies as a Pilot (P) or Observer (O) during the course of a financial year, flying bounty shall be regulated on pro-rata basis for the actual period he is borne against the authorised cadre of Pilots and Observers during that year, provided he completes within that period the requisite proportion of the prescribed annual flying hours.

104. *Mode of payment.*—The bounty is normally payable annually on completion of the prescribed flying hours provided that one-twelfth or one-fourth of the prescribed amount may be paid for any month or quarter, as the case may be, on completion of one-twelfth or one-fourth respectively of the total flying hours as laid down in regulation 99 and provided further that in no case shall the total amount of bounty drawn during a year exceed the annual limits mentioned in regulation 100.

SUBMARINE ALLOWANCE

105. *Admissibility and rates.*—(1) Submarine allowance at the following rates shall be admissible to officers attached for training to, or for exercises in, a submarine:—

Rank	Daily rate Rs.	Monthly ceiling Rs.
Commander	7.00	200.00
Lieutenant Commander	5.00	150.00
Lieutenant	3.50	100.00
Sub-Lieutenant	2.50	75.00

(2) The allowance shall not be admissible for the period of absence from the submarine for more than three consecutive days.

Explanation.—If the absence from the submarine is not more than 3 consecutive days but is intermittently for more than fourteen days in a month, the allowance shall not be admissible for the period of such actual absence.

WARDROOM MESSING ALLOWANCE IN RESPECT OF UPPER YARDMEN

106. *Admissibility.*—When Upper Yardmen of the various branches are messed in a wardroom mess, the mess shall be reimbursed by the Government at a flat rate of Rs. 3.50P per head per diem; but normal rations shall not be admissible to them for the periods during which this allowance may be claimed by the mess.

MESS-IN-AID TO MIDSHIPMEN UNDER TRAINING IN INDIAN NAVAL SHIPS

107. *Admissibility.*—When required to mess in wardroom messes, whether ashore or afloat, aid in messing at Re. 1 per diem shall be admissible to all midshipmen of the Indian Navy undergoing initial training in Indian Naval ships or establishments.

ALLOWANCE FOR THE PURCHASE OF TEXT BOOKS AND INSTRUMENTS TO SUBORDINATE OFFICERS OF THE ELECTRICAL BRANCH DURING TRAINING IN THE UNITED KINGDOM

108. *Admissibility.*—Subordinate officers of the Electrical branch who are sent to the United Kingdom for training and who attend a University or any other Technical Institution, shall be granted an allowance for the purchase of text books and instruments as shown below, so long as a similar concession is admissible to the officers of corresponding rank in the Royal Navy.

(a) For the first year at the University or other Technical institution .. £20.

(b) For each of the subsequent years .. £10.

TRAINING CAMP ALLOWANCE

109. *Admissibility.*—(1) A training camp allowance at the rate of Rs. 6 per diem shall be paid to officers of the Indian Navy on the permanent staff of units of the Senior and Junior Divisions of the National Cadet Corps or of the Auxiliary Cadet Corps, during the period of training in National Cadet Corps camps or cruises or Auxiliary Cadet Corps training or term-end camps.

(2) Such allowance shall also be paid to other officers of the Indian Navy who may be detailed by the various authorities for duty at the National Cadet Corps camps or cruises or Auxiliary Cadet Corps camps.

110. *Conditions of admissibility.*—(1) The issue of this allowance is conditional on:

(i) the officer actually living, messing and sleeping in camp or on board a ship;

(ii) the administrative authority being satisfied that it is necessary and certifies to that effect.

NOTE.—Where the required certificate cannot be obtained from the authority mentioned in clause (ii) on account of the camp being held at

a place where no Naval Authority is stationed or in cases where such camps are run under the direct control and supervision of the National Cadet Corps Directorate, the Director National Cadet Corps shall be competent to issue such certificates in individual cases.

(2) No daily allowance under travel regulations for the Navy or any other subsistence allowance shall be admissible to an officer who claims training camp allowance under regulation 109.

ALLOWANCES ADMISSIBLE TO CADETS OF THE INDIAN NAVY WHILE UNDERGOING TRAINING IN THE TRAINING SHIP

111. *Allowances to Cadets in the training ship.*—(1) Cadets of the Indian Navy while undergoing training in the Training ship shall be entitled to—

(a) board and lodging at Government expense in service messes;

NOTE.—In respect of compulsory expenditure incurred by cadets in consequence of living in a mess, for example, mess subscription and or mess shares reimbursement shall be made upto a maximum of Rs. 5 per mensem per cadet to the mess.

(b) a sum of Rs. 20 per mensem per cadet to meet miscellaneous expenditure which shall be placed at the disposal of the Commanding Officer;

(c) financial assistance at Rs. 40 per mensem only in the case of cadets whose parents or guardians have an income of less than Rs. 300 per mensem;

(d) reimbursement of actual expenditure on account of dhobi charges subject to a maximum limit of Rs. 15 per mensem which shall be placed at the disposal of the Commanding Officer who shall ensure that the amount is spent for the purpose for which it is intended; and washing should be done under the arrangements made by the Commanding Officer.

CHAPTER V

LEAVE ALLOWANCES

112. *Commencement and cessation of leave allowances.*—(1) The leave allowances payable to an officer on leave in India or ex-India shall commence from the date on which he hands over charge of or relinquishes his duties and shall cease when he resumes his duties on return from leave.

(2) If a recognised holiday or holidays (such as Sunday, Republic Day, and the like), immediately precede the day on which the leave begins, or follow immediately the day on which the leave terminates, an officer may leave his station at the close of the day preceding such holiday or holidays; or return to the station at the end of such holiday or holidays; and he shall be entitled to draw full pay during such holiday or holidays, provided that suitable arrangements are made for handing over or taking charge of duties and no extra expense to the Central Government is caused.

113. *Extension or overstayal of leave.*—(1) The right to receive the leave allowances admissible on casual leave or annual leave is contingent on the return to duty of the officer within the period of leave granted; and if he fails to do so or if the period of absence is converted into other leave, his leave allowances shall be readjusted accordingly.

(2) If an officer overstays his leave (except casual leave), no pay shall be admissible for the period of overstayal, unless an extension of leave to cover that period is granted by the competent authority.

(3) An overstayal of casual leave in excess of the maximum period admissible shall involve the conversion of the entire spell of such leave into annual leave or furlough.

114. *Officers placed on duty while on leave.*—Officers detailed for duty or permitted to undergo voluntary courses of instruction while on leave (in or ex-India) shall receive full pay and allowances during the period of such duty or courses.

115. *Annual leave on completion of temporary duty.*—When an officer leaves his own appointment on temporary duty and on completion thereof, proceeds on annual leave, he shall be deemed; for the purpose of regulating his annual leave allowances, to have rejoined his own appointment from the date he proceeds on leave, provided that no extra expense is caused to the Central Government.

116. *Annual leave while on transfer.*—If, during the transit period before joining the new ship or establishment, an officer on transfer takes annual leave with the consent of the commanding officer of such ship or establishment he shall be proforma taken on the strength against the new appointment and shall be regarded as having proceeded on leave from the new appointment.

RATES AND CONDITIONS—REGULAR OFFICERS

117. *Rates during casual leave.*—During casual leave which counts as duty, an officer shall receive the same emoluments as when at duty, provided that no extra expense to the Central Government is caused.

118. *Rates during annual leave.*—An officer shall be entitled to full pay of the rank held on the date he proceeds on leave, during annual leave or any portion of annual leave included in the sick leave.

119. *Rates during sick leave.*—(1) An officer placed on the "sick list concession" shall be treated as on duty and shall receive emoluments accordingly.

Explanation.—An officer falling sick while on duty or on casual leave taken by itself, shall be said to be on "sick list concession" provided that the total period of absence from duty does not exceed thirty days and the sickness is due to causes beyond his control. If the period of absence exceeds thirty days, the whole period will be converted into sick leave.

(2) An officer proceeding on sick leave shall receive full pay of the rank held on the date he proceeds on leave if such leave is for a period of six months including the period of annual leave for the year; and if the annual leave for the year had been taken earlier, the period of full pay sick leave shall be reduced by a corresponding period.

(3) Furlough rates of pay given in regulation 120 shall be admissible for periods of sick leave for which full pay is not due.

120. *Rates during furlough.*—Pay for furlough periods shall be 50 per cent. of the pay of the rank held by the concerned officer on the date he proceeds on leave.

Explanation.—In case an officer is granted higher substantive rank during the period of furlough leave, he shall receive 50 per cent of the pay of that rank from the appropriate date, if it is more favourable than 50 per cent of the pay of the rank held at the time he proceeds on leave.

121. *Rates during leave on invalidation.*—An officer granted leave on invalidation shall be entitled to full pay of rank upto six months as laid down in sub-regulation (2) of regulation 119 and thereafter furlough rates of pay as laid down in regulation 120.

122. *Rates during leave pending retirement or resignation.*—An Officer granted leave pending retirement or resignation under the Leave Rules for the Services, Part II—Navy for the time being in force, shall be entitled to pay during such leave as follows:—

(a) full pay of rank under regulation 119 during that portion of leave pending retirement or resignation which is represented by annual leave;

(b) at furlough rates under regulation 121 during that portion of leave pending retirement or resignation which is represented by furlough;

(c) at furlough rates as provided under clause (b) above during the remainder of leave pending retirement or resignation not covered by annual leave or furlough.

Explanation. 1.—In the case of officers who are permitted to accept Government or private employment during the period of leave pending retirement, the leave allowances admissible during such period shall be restricted to the furlough rates of pay. Dearness allowance shall not, however, be payable on the furlough rates so admissible.

Explanation 2.—Officers who were in service as commissioned officers in the Indian Navy or undergoing initial training in the United Kingdom on the 1st July, 1936 and are granted leave pending retirement upto a maximum period of 12 months inclusive of any annual leave and furlough to their credit, shall be entitled to receive 75 per cent of pay of rank drawn on the date of proceeding on such leave rounded off to the nearest

multiple of Rs. 5:00 plus such allowances, if any, as are admissible (under the conditions regulating such allowances) during portions of leave pending retirement referred to at clauses (b) and (c).

RATES AND CONDITIONS—SHORT SERVICE COMMISSION OFFICERS

123. *Admissibility.*—(1) Short Service Commission Officers of the Indian Navy shall, during casual leave, annual leave, furlough and sick leave, be entitled to pay on the scale and under the conditions laid down in the regulations 117 to 120.

(2) Short Service Commission Officers of the Indian Navy shall, during special leave and leave on termination of engagement, be entitled to full pay of the rank held on the date of proceeding on leave.

Explanation.—Officers who obtain employment, private or Government, during the terminal leave, shall be admitted one-half of their normal leave emoluments from the date of such employment.

COMPUTATION OF LEAVE ALLOWANCES

124. *Admissibility of allowances during leave.*—The allowances which are classified as "pay for all purposes" shall be treated as part of pay for purposes of calculating leave allowances; as regards allowances which are not so classified, their admissibility during leave shall be governed by the respective regulations relating to such allowances.

PART III—SAILORS

CHAPTER VI

RATES AND RULES GOVERNING THE ISSUE OF PAY

RATES OF PAY

125. *Grouping of branches for pay of sailors.*—Sailors of various branches in the Indian Navy shall be grouped as under, for purposes of basic pay; and the rates of pay for these groups shall be as specified in Appendix IX.

Gruop 'A'—All artificers and mechanicians.

Group 'B'—Matriculate Entry-Electrical and Radio Electrical sailors, Sick Berth Attendants, Signalmen and Telegraphists, Store Assistants and Writers.

Group 'C'—Seamen, Engine Room, Regulating, Stewards, Cooks, Topasses and Musicians.

Naval Aviation Sailors—Naval Airmen (Aircraft Handler), Naval Airmen (Safety Equipment), Naval Airmen (Photographer), Naval Airmen (Meteorological Observer), Naval Air Mechanics Naval Air Ordnance M&echanics, Electricians' Mates (Air) and Electricians' Mates (Air Radio).

GENERAL RULES

COMMENCEMENT OF PAY

126. *Date of commencement of pay.*—(1) Sailors, apprentices and boys shall draw full pay according to their rate from the date of their enrolment; boys selected at recruiting centres for employment as enrolled sailors shall be deemed to have joined the Indian Navy from the date of enrolment by the Officer-in-Charge of the recruiting party.

(2) The Naval Aviation sailors shall receive pay as laid down in Appendix IX from the date they qualify as such.

INCREMENTS OF PAY

127. *Reckonable service for increments.*—All paid service, rendered by sailors shall count for purposes of increments; periods for which pay and allowances are forfeited in circumstances stated in regulation 133 do not reckon towards increment.

Explanation.—If during the currency of the leave granted, a sailor qualifies for a periodical increment of pay, he shall be entitled to the increased pay from the date of such qualification.

128. *Re-enrolled Sailors—Counting of previous service for increments.*—(1) A sailor re-enrolled in the Indian Navy shall be entitled to count towards increments only that portion of his previous service which he rendered, before discharge or release in the same or higher rate, under these regulations provided that—

(a) the interval between the discharge or release and the re-engagement does not exceed one year;

(b) he is not in receipt of pension;

(c) he refunds the gratuity that he may have received on, or since, his discharge or release, in not more than thirty six monthly instalments from his pay commencing from the date of his re-enrolment;

(d) the service rendered by him prior to his release or discharge in a branch other than that in which he is re-enrolled shall not be reckoned for this purpose.

(2) The pay of a sailor on re-enrolment shall be fixed in the following manner:—

(a) where the minimum of the scale of pay applicable to the rate in which he is re-enrolled is equal to or higher than the maximum of the scale applicable to the rate held by him immediately before discharge or release, his pay on such re-enrolment shall be fixed at the minimum of the new scale; and service for purpose of increments shall reckon from the date from which he is brought on to that scale;

(b) where the maximum of the scale of pay applicable on re-enrolment is equal to or less than the minimum of the scale applicable immediately before discharge or release and where the minimum and the maximum of the scale applicable on re-enrolment are lower than the minimum and the maximum respectively, of the scale applicable immediately before discharge or release, his pay in the new scale shall be fixed according to the total length of service previously rendered by him in the rate in which he is re-enrolled and in any higher rate held by him under these regulations and his future increments shall be given as from the date fixed on the basis of the said length of service;

(c) in all cases other than those covered by clauses (a) and (b), if the scale applicable on re-enrolment includes the same figure as was in issue under the scale applicable immediately before discharge or release, his pay on re-enrolment in the new scale shall be fixed at that figure; if the scale applicable on re-enrolment does not include such figure, his pay shall be fixed at the next figure above, or, if there is no figure above, at the maximum of the new scale.

(3) Increments on the new scale shall be given on the date on which they would have become due under the scale applicable immediately before discharge or release, except in those cases where the individual's initial pay on re-enrolment is equal to or higher than his pay plus one increment under the scale applicable immediately before discharge or release, in which case service for increment on re-enrolment shall count from the date of re-enrolment.

129. *Due dates for increments.*—When a scale of pay rises from a minimum to a maximum by annual increments or according to length of service, the increments of pay to sailors shall be paid as they fall due.

130. *Withholding of increments.*—The Chief of the Naval Staff or any of the Commanding Officers, Indian Naval Ships or establishments, however, may at his discretion, direct an increment to be withheld in respect of a sailor whose efficiency or competency is, in his opinion, moderate or inferior, for a period of three months, six months, nine months or twelve months, as the case may be, depending on the circumstances of each case,

from the date on which such increment becomes due, and he shall at the time of imposing such penalty, give orders in writing as to whether the withholding shall have the effect of postponing future increments.

CHANGES IN PAY

131. *Pay on advancement.*—Sailors (including apprentices and boys) shall draw full pay according to their rates from their respective dates of advancement to such rates whether they are on leave or not. Paid service, if any, rendered in any higher rate previously held, shall also count for the purpose of fixation of pay.

Explanation.—In the case of sailors who are given a higher provisional rate on passing an authorised provisional examination and who are subsequently reverted for failure to pass the final examination or due to their withdrawal from the concerned course, the service rendered in the higher provisional rate shall not, on subsequent advancement, reckon as paid service for the purpose of the above regulation.

132. *Fixation of pay on being reduced, disrated reverted or re-advanced.*—(1) A sailor shall, for and from the date he is reduced, disrated or reverted, receive the pay and allowances pertaining to the rate to which he is so reduced, disrated or reverted. On being disrated or reverted, previous service in the rate to which he is disrated or reverted and service in the higher rate or rates shall together be reckoned for fixation of pay in the rate to which he is disrated or reverted.

(2) On being re-advanced previous service in the higher rate or rates shall be reckoned for fixation of pay in the rate to which re-advancement is made and subsequent increments shall be given from the date fixed on the above basis.

Explanation.—In the case of sailors who are given a higher provisional rate on passing an authorised provisional examination and who are subsequently reverted for failure to pass the final examination or due to their withdrawal from the concerned course, the service rendered in the higher provisional rate shall not reckon for fixation of pay on subsequent advancement.

FORFEITURE OF PAY AND ALLOWANCES

133. *Authorised deductions from or forfeiture or withholding of pay and allowances of sailors.*—(1) The deductions from, or the forfeiture of, the pay and allowances of a sailor are governed by the provisions of sections 29, 30, 31, 32, 33, 49(2) and 82(6), as the case may be, of the Navy Act, 1957, read with the relevant regulations issued under that Act from time to time.

(2) When a sailor has been tried and sentenced to imprisonment by a criminal court, he shall forfeit one day's pay for each day or part of a day during which he is detained by the civil power as a part of the sentence; he shall also forfeit pay in like manner for the time spent in custody pending his trial.

(3) The Chief of the Naval Staff may remit the penalty or penalties referred to in sub-regulation (2) whenever the offence is venial and brings no discredit to the Service; he may also remit them in other cases where there are special grounds for remission.

Explanation 1.—When a sailor is arrested by the civil power while he is on leave, his pay shall not be stopped for that portion of his absence during which he was on leave.

Explanation 2.—The period between the date of arrest and the date of conviction and sentence may consist of the following spells, namely:—

(a) from the date of his arrest (unless he is on leave at the time) or from the date of expiration of his leave (if he is arrested during leave and is still in custody when his leave expires);

(b) from the date of surrender to bail (if he is allowed to return to his ship pending trial);

(c) from the date of a sentence of imprisonment and the like.

Explanation 3.—Forfeiture of pay enforced under this regulation is to take effect from the commencement of each separate period of absence.

DISCONTINUANCE OF PAY

134. *Occasion for discontinuance.*—On transfer to the reserve list or to the pension establishment or on discharge (including discharge due to death), the pay of a sailor shall be discontinued from the date following that of such transfer or discharge.

CHAPTER VII—ALLOWANCES

COMPENSATORY ALLOWANCE

135. *Admissibility ashore.*—Sailors, excluding boys, serving ashore at places where compensatory allowance is admissible to non-gazetted civilian Government servants paid from the Defence Services Estimates shall receive such allowance under the conditions applicable to the civilians, but at two-thirds of the rates (including minima and maxima) admissible to the latter from time to time.

136. *Admissibility afloat.*—(1) Compensatory allowance at the same rates and conditions as are given in regulation 135, shall also be admissible to sailors serving afloat on board ships based on ports situated in qualifying localities.

(2) Rates of compensatory (city) allowance such as are applicable in Bombay and Calcutta shall be admissible to sailors borne in ships based at any port other than Bombay or Calcutta during periods of the ships' repair on refit subject to the fulfilment of the following conditions, namely:—

(a) the ship is required to stay at Bombay or Calcutta beyond thirty days;

(b) the Commanding Officer of the ship certifies that the ship is not habitable due to repair or refit or the like and the sailors are therefore required to stay ashore;

(c) the sailors do not avail themselves of the messing and other facilities in the ship while staying ashore;

(d) hardlying money is not drawn in addition.

137. *Reckonable emoluments.*—For the purpose of assessing the rate of compensatory allowances the emoluments to be taken into account are:—

(a) pay;

(b) good conduct pay;

(c) flying bounty; and

(d) any other allowance specifically mentioned as reckonable for this purpose.

138. *Station of eligibility.*—(1) Eligibility to compensatory allowances shall be determined with reference to the place of duty of the sailor concerned.

(2) The allowances shall be admissible only when a sailor is actually "posted" to a qualifying station.

(3) If a sailor in receipt of compensatory allowances at one station, proceeds on temporary duty or attachment to another station, he shall continue to receive the allowances applicable to the former station during the first three months of such temporary duty or attachment; thereafter, the allowances applicable to the temporary duty station or station of attachment, if any, shall be admissible.

Explanation.—Sailors drafted to Indian Naval ship ANGRE (DEMOB) in connection with their discharge from the service shall be deemed to be "posted" to that ship for the purpose of admissibility of this allowance.

139. *Admissibility during transit.*—If a sailor in receipt of compensatory allowance at a station is transferred to another station where a similar

allowance is admissible the allowance shall be admissible to him during the transit period provided that if the rates differ in the two stations the lower rate only shall be admissible.

140. *Other conditions same as officers.*—The other conditions laid down in regulations 25(2), 26 and 27 shall apply *mutatis mutandis* to sailors and apprentices (excluding boys) for the payment of compensatory allowances.

CONSERVANCY ALLOWANCE

141. *Entitlement to free conservancy.*—Married sailors of the Indian Navy serving both ashore and afloat who are in occupation of Government quarters or are in receipt of money compensation in lieu of quarters and are permitted to reside at the duty station with their families under their own arrangement, shall be entitled to free conservancy which includes provision of services of sweeper and water carrier, provided that they are within the percentages of authorised married establishment.

142. *Admissibility of conservancy allowance and its rates.*—(1) Where the above said services cannot be provided in kind, an allowance in lieu thereof shall be admissible.

(2) The allowance shall be fixed by the Station Commander (or the Commanding Officer where there is no Station Commander) after ascertaining the rate at which such services are obtained by civilians of equivalent status in the concerned localities subject to a maximum of Rs. 9/- per month for Chief Petty Officers and 7/- per month for Petty Officers and other sailors.

(3) In stations where such services cannot be obtained at or within these rates, the Station Commander (or the Commanding Officer where there is no Station Commander), may in consultation with the Controller of Defence Accounts Navy), Bombay fix the rate at Rs. 10/- per month for Chief Petty Officers and Rs. 8/- per month for Petty Officers and other sailors.

(4) The element of such allowance which is payable in lieu of services of water carrier shall not be admissible when pipe water supply exists in quarters in which personnel are living.

143. *Admissibility during annual leave.*—Conservancy allowance shall also be admissible during periods of annual leave provided that—

(a) the sailor was in receipt of it immediately prior to proceeding on leave;

(b) during his absence he retains the house which he hired while on duty and that the house was not sublet;

(c) his Commanding Officer certifies that an equivalent amount of expenditure has been incurred by the sailor on account of conservancy during the period of absence as when on duty;

(d) the leave granted to the individual is not leave preparatory to retirement or discharge.

144. *Single or married unaccompanied sailors.*—The allowance shall also be admissible to single or married unaccompanied sailors serving ashore, who are not provided with Government accommodation and are consequently compelled to make their own arrangements for accommodation and conservancy services.

DEARNESS ALLOWANCE

145. *Admissibility and rates.*—Sailors and apprentices (excluding boys) shall receive dearness allowance at the rates to be fixed by the Government from time to time.

146. *Reckonable emoluments.*—The reckonable emoluments for the purpose of assessing dearness allowance are:—

(i) pay;

(ii) good conduct pay;

(iii) flying bounty; and

(iv) any other allowance specifically mentioned as reckonable for this purpose.

147. *Extent of admissibility—Other conditions.*—The other conditions for the payment of dearness allowance to officers laid down in regulations 31 to 36 shall also apply *mutatis mutandis* to sailors and apprentices (excluding boys).

DIVING PAY (DIP MONEY)

148. *Rates and conditions.*—(1) Diving pay at the following rates shall be admissible to qualified sailors when diving in any approved apparatus either for diving operations carried out or when diving for practice with the authority of the Commanding Officer, namely:—

Depth		Rates for the time under water or compression
Fathoms	Metres	per minute
		Paise
upto 20	upto 36·58	3
20 to 30	36·58 to 54·86	6
30 to 40	54·86 to 73·15	9
40 to 50	73·15 to 91·44	16
50 to 55	91·44 to 100·58	19
55 to 60	100·58 to 109·73	22
0 to 65	109·73 to 118·87	25
65 to 70	118·87 to 128·02	28
70 to 75	128·02 to 137·16	31
75 to 80	137·16 to 146·30	34
0 to 85	146·30 to 155·45	37
85 to 90	155·45 to 164·59	41
90 to 95	164·59 to 173·74	44
95 to 100	173·74 to 182·88	47

(2) Diving pay at one-fifth of the amount payable under sub-regulation (1) to divers shall be admissible to sailors when actually employed in attending on divers engaged in such diving duties provided that they are qualified divers; and attendants in decompression or recompression chambers shall receive the same rate of diving pay as divers.

(3) The period for which payment is made shall be the interval between the time of entering and that of leaving the water, or between that of entering or leaving pressure, the decompression periods being included in the time under water or pressure for which payment is made.

(4) The Commanding Officer may, at his discretion, cancel the whole or any portion of the payment if the work is subsequently found to have been done improperly.

(5) In case the total amount of dip money admissible to a diver under this regulation works out to less than one rupee, a minimum sum of one rupee will be paid to him.

(6) Attendants when attending on trainee divers shall be entitled to payments at the same rates as they are entitled to when attending on fully qualified divers.

(7) The term "attendant" shall include the following personnel:—

(a) Air pipe attendant.

(b) Breast rope attendant.

(c) Operator of oxy-helium control panel.

(d) Operator of diver's control panel, when that panel is fed by a motor-driven air compressor or receiver.

(e) Operator of submerged decompression chamber control panel.

(f) Operator of main decompression or recompression (main or portable).

(g) Attendant in submerged decompression chamber.

(h) Attendant in main or portable decompression or recompression chamber:

Provided that if the same sailor combines the duties of air pipe attendant and breast rope attendant, he shall be entitled to be paid only the one-fifth rate specified in sub-regulation (2).

(8) When more than one diver is being supplied at the same time with air or gas mixture by the same control panel operator—

(a) the operator of the diver's control panel shall receive the one-fifth rate in respect of only one such diver;

(b) the operator of the submerged decompression chamber control panel shall receive the one-fifth rate either in respect of an attendant in the submerged decompression chamber, or in respect of the diver in the submerged decompression chamber, but not for both concurrently;

(c) the operator of the main decompression chamber control panel, shall receive the one-fifth rate in respect of only one diver in the chamber, and not in respect of any attendant in the chamber.

(9) A clearance diver who is borne on the authorised complement of such divers shall be entitled to dip money at the rates and under the conditions laid down in sub-regulations (1) to (8) provided that when he is employed in hazardous operations of live mine clearance, he shall be entitled to dip money at double the rates specified in sub-regulation (1).

(10) Payment to qualified attendant shall be made at the rate of one-fifth of the dip money paid to a clearance diver on whom he is attending.

(11) A shallow-water diver shall be entitled to dip money at the rates and under the conditions laid down in sub-regulations (1) to (5).

DIVING QUALIFICATION RETAINING FEE

149. *Admissibility and rates.*—(1) Sailors belonging to the authorised cadre of the category of divers shall be entitled to retaining fees pertaining to the appropriate class of the respective category as follows:—

	Rs. p.m.
(*i*) *Clearance divers*	
Clearance Diver 1st Class	15
Clearance Diver 2nd Class	10
Clearance Diver 3rd Class	5
(*ii*) *Divers*	Rs. p.m.
Diver 1	35
Diver 2	30
Diver 3	20

(2) A sailor who becomes unfit for diving duties shall not be eligible for the retaining fee from the date of his being declared as unfit.

(3) The rates specified in sub-regulation (1) may be drawn in addition to diving pay admissible under regulation 148.

(4) A shallow-water diver shall not be paid any retaining fee.

EXAMINATION ALLOWANCE

150. *Admissibility and rates.*—(1) Expatriation allowance shall be admissible to sailors when serving ashore ex-India or afloat outside the limits noted below—

(a) East of line 20° 45° longitude 92′ 21′ East South to latitude 15° North thence East to longitude 95° East thence due South to the Equator.

(b) South of the Equator.

(c) West of the meridian of 60° East as far South as the Equator.

(2) The monthly rates of expatriation allowance admissible to sailors shall be as follows—

	Rs.
Chief Petty Officers	20
Petty Officers	15
Leading Rates	12.50
Able/Ordinary Rates	10
Seagoing boys	5

(3) The allowance shall not be admissible in conjunction with daily allowance when on duty in the United Kingdom.

FLYING BOUNTY

151. *Admissibility and its conditions.*—(1) An aircrewman shall, during the period of his aircrew service, be paid in addition to his normal pay and allowances, a flying bounty of Rs. 1320/- per annum, on completion

of a minimum number of 72 flying hours when engaged in an operational role, and 36 flying hours when engaged in a non-operational role in a year in service aircraft belonging to the Indian Navy, the Indian Air Force or the Royal Air Force.

(2) Such payment shall be subject to the following conditions, namely:

(a) Flying bounty is normally payable annually on completion of the prescribed minimum number of flying hours, but it may be issued at one-twelfth or one-fourth of the prescribed amount in any month or quarter respectively, provided that one-twelfth or one-fourth of the required total flying hours have been completed in that month or quarter respectively.

(b) In the case of an aircrewman who is posted for flying duty or is withdrawn from aircrewman cadre, at any date during a year flying bounty shall be regulated on *pro-rata* basis for the actual period he is borne against an authorised vacancy in the cadre during that year, provided he completes within that period the requisite proportion of the prescribed annual flying hours.

(c) In no case shall the total amount of flying bounty drawn during a year exceed Rs. 1320/-.

(d) If an aircrewman is transferred from an operational role to a non-operational role or *vice versa*, flying hours for earning flying bounty for the year shall be calculated proportionately to the period of employment in each role. Flying hours done in an operational or non-operational role in excess of the minimum required for such roles during the period of employment in respective roles shall be carried over from one to the other to complete the flying hours required for the whole bounty year.

(e) An aircrewman who is rendered unfit for flying duties due to a flying accident, shall continue to draw flying bounty at the normal rate, provided the Chief of the Naval Staff certifies that the aircrewman concerned would have, in the normal course of events, completed the requisite number of flying hours.

(f) In the case of an aircrewman who dies during a year and is consequently prevented from completing the prescribed minimum annual flying hours, the amount of flying bounty actually earned by him in accordance with the provisions of this regulation, for the portion of the year prior to his death, shall be paid to his estate after deducing the amount, if any, already drawn by him in respect of that period.

(g) Flying bounty shall be given to only those aircrewman who are borne against authorised vacancies.

Explanation.—For purposes of this regulation, "bounty year" or "year" shall mean the financial year.

FUNERAL EXPENSES

152. *Admissibility.*—(1) The actual funeral expenses of a sailor or apprentice or boy whose death occurs while on field service shall be a charge on the revenues of the Central Goivernment.

(2) When the death of a sailor occurs in a peace station, a grant-in-aid to the extent of the actual cost of the funeral subject to a maximum amount of Rs. 55 shall be admissible.

(3) The funeral expenses of a sailor whose death occurs while serving in any mission or post abroad, shall be met by the Central Government in full. In the case of the death of a member of the family of such a sailor in such circumstances, the liability of the Government shall be limited to the difference between the actual funeral expenses (excluding the cost of the shawl that may be placed on the dead body) and the cost of an appropriate funeral in India which has been assessed at Rs. 75.

Explanation.—Deaths occurring on board ships and deaths resulting from accidents to service aircraft shall be treated as deaths on field service and actual expenses on such funerals shall be borne by the Central Government; this is subject to the condition that service funerals are provided for such cases. Funeral expenses in respect of deaths occuring on board ships in an Indian port, where a naval establishment is located shall however, be restricted to the limits laid down in sub-regulation (2).

GOOD CONDUCT PAY

153. *Admissibility and rates.*—Good Conduct Pay shall be admissible, at the rates given below, to sailors who are granted Good Conduct Badges in accordance with the appropriate regulations for the Navy.

	Rs. per mensem
For one Badge	3
For two Badges	6
For three Badges	9

HAIR CUTTING, HAIR CLEANING AND WASHING ALLOWANCE

154. *Admissibility and rates.*—(1) Hair-cutting, hair cleaning and washing allowance shall be admissible to sailors at the rates given below:—

	Rs. per head per mensem
(*a*) Sailors serving afloat	2 50
(*b*) Other sailors	2 00

(2) The said allowance shall also be admissible during casual, annual or sick leave provided that sailors serving afloat shall get the allowance at Rs. 2 per month only during periods of leave other than casual leave. The allowance shall not be admissible during periods spent in hospital where services are to be provided in kind and also during absence without leave and while undergoing sentences of imprisonment.

HARDLYING MONEY

155. *Admissibility and rates.*—(1) Hardlying money shall be payable to sailors including those belonging to record parties whilst actually living and sleeping on board ships at the rates and under the conditions hereinafter provided.

(2) The rates of hardlying money shall be as given below:—

Sailor	Daily rates	
	Full rates	Half rates
	Rs. P.	Rs. P.
Chief Petty Officer and Petty Officer	0·75	0·37
Leading, Able and Ordinary sailros	0 50	0·25
Boys	0 37	0·19

156. *Full rates for all prescribed classes of ships.*—The classes of ships service on which qualifies for hardlying money are as laid down in regulation 60; but sailors shall, be entitled to full rates while serving on any of such ships.

157. *Other conditions.*—The conditions for the grant of hardlying money laid down in regulations 61 to 65 shall apply *mutatis mutandis* to sailors.

MINERAL WATER AND ICE ALLOWANCE

158. *Conditions of admissibility.*—(1) Mineral water and ice allowance at the rates notified in Navy Instructions issued by the Central Government from time to time shall be admissible to sailors when travelling on duty by rail or road in any year during the period between the 15th April and the 15th September, both dates inclusive.

(2) Such allowance shall not, however, be admissible in respect of journeys performed by rail on any hill railways or by road between places connected by hill railways.

(3) Outside the above said hot weather period, such allowance shall be granted on the authority of the senior medical officer at the station of departure, should he deem the atmospheric temperature to be such as to justify the use of ice and mineral water:

Provided that such allowance shall not be admissible to Gorkha sailors domiciled in Nepal and sailors who are nationals of Sikkim or Bhutan in respect of journeys between duty stations and the border of Nepal or Sikkim or Bhutan, when they proceed home on leave or return therefrom.

159. *Allowance can be advanced.*—Commanding Officers may issue the said allowance in advance to cover the period of the journey and the period for which allowance is granted shall be notified by the Commanding Officer in Genforms.

KIT UPKEEP ALLOWANCE

160. *Adminissiblity.*—Kit upkeep allowance shall be payable to sailors at the rates to be notified in Navy Instructions issued by the Government from time to time.

161. *General conditions of admissibility.*—(1) The above said allowance shall be payable every month along with pay in arrears and shall be admissible proportionately in respect of broken periods of less than one month.

(2) The said allowance shall also be admissible during leave pending retirement, including annual leave pending discharge of the individual from service.

(3) The said allowance shall cease to be admissible during periods of desertion and imprisonment but shall be continued during periods of detention and while in hospital.

(4) Recovered deserters awaiting trial are entitled to the said allowance from the date they are received into the naval custody.

RATION ALLOWANCE

162. *Conditions of admissibility.*—Ration allowance at the rates notified in Navy Instructions issued by the Government from time to time shall be admissible to sailors under the following conditions, namely:—

LOWER RATE

(a) where the Government is in a position to supply free rations, but the sailor for his own convenience, prefers to draw an allowance in lieu thereof;

(b) where owing to sickness or other disability, the sailor is unable to consume normal ration and no ration articles are drawn for him;

HIGHER RATE

(c) where it it not possible or economical or convenient for Government to supply free rations or where rations can be supplied but the distance of his residence from the ship or establishment from which the sailor is entitled to draw his free rations is more than 2 miles and the sailor prefers to draw ration allowance;

SPECIAL RATE

(d) when travelling by rail or road on leave or duty;

(e) when employed on movement control duties at a station where they are obliged to take their meals in a refreshment room;

(f) when detailed on temporary duty at an outstation or attending camps where rations cannot be supplied by the Government;

(g) when employed on courier duty;

(h) when employed on secret equipment duty;

(j) when they travel as patients by ambulance convoy or ordinary train provided free rations have not been issued;

(k) when, being T.B. patients, they travel on transfer from one service hospital to another for further treatment on recommendation of the Medical Board, after they have been invalidated from service, provided free rations are not issued; and

(l) when on leave.

163. *Commanding Officer authorised to sanction.*—The Commanding Officer shall be competent to sanction ration allowance at the appropriate rate according to the circumstances of each case and the grant of the allowance shall be notified in Genforms. Genforms sanctioning the grant of higher rates of ration allowance under clause (c) of regulation 162 shall specify the particular condition or reason such as is referred to

therein which has warranted the grant of the higher rate, as for example, inability of the Government to supply rations in kind, the distance over two miles of the individual's residence from the ship or establishment and the like.

164. *Ration allowance while travelling.*—(1) When it is not possible to issue rations in kind to parties of sailors travelling by rail or road, the Commanding Officer may issue ration allowance admissible in advance to cover the period of the journey.

(2) To meet unforeseen delays caused during transit, parties of sailors, that is to say, sailors proceeding in a batch on draft from one place to another or a party of sailors proceeding on escort duty, to whom ration allowance is issued in lieu of free rations for the period of the journey shall, in addition, be given a reserve of ration money in advance in the following scale:—

(*i*) For a journey for over 18 hours but not exceeding 24 hours with no change of train.	One days' advance ration money.
(*ii*) For a journey referred to in sub-clause (*i*), with a change of train.	Two days' advance ration money.
(*iii*) For a journey for a period between 24 and 48 hours with one or more changes.	Three days' advance ration money.
(*iv*) For a journey for a period between 48 and 72 hours with one or more changes.	Four days' advance ration money.
(*v*) For journey for a period of over 72 hours with one or more changes.	Five days' advance ration money.

(3) Such advance shall be adjusted on completion of the journey and the authorities making the advances shall correctly furnish all the requisite particulars to the Supply Officer-in-Charge, Naval Pay Office, Bombay [and to the Controller of Defence Accounts (Navy), Bombay along with cash account] to enable him to make the necessary adjustments in the individual pay account of the sailor on the authority of the information contained in the Genform.

165. *Ration allowance for the leave period.*—Leave ration allowance shall be drawn in full prior to proceeding on leave; ration allowance due for any period of extension of leave sanctioned, shall be drawn by the sailors on return to their duty station.

166. *Ration allowance during temporary duty at an outstation.*—An advance of ration allowance at the rate notified in Navy Instructions issued by the Central Government from time to time shall be admissible to personnel detailed on temporary duty at an outstation for the anticipated number of days for which they are likely to be detained at the outstation.

167. *Distinct from mineral water and ice allowance.*—The rates of ration allowance do not include mineral water and ice allowance which is payable under regulations 158 and 159.

168. *Duration of journey.*—Every sailor shall be eligible to draw the ration allowance admissible for journeys when the duration of his journey exceeds six hours and is not commenced and completed between 2200 hours and 0600 hours.

169. *Ration allowance during air journey.*—Sailors travelling by air shall be entitled to ration allowance as for rail or road journey when free

meals are not provided at halts; the said allowance shall not, however, be admissible—

(a) when the duration of the halt is less than six hours;

(b) for halts between 2200 and 0600 hours; and

(c) when free meals are provided during the journey.

170. *Ration allowance to Naval pensioners.*—A Naval pensioner shall receive ration allowance at the rate notified in the Central Government orders issued from time to time for the period during which he may be detained, either in hospital, or with an establishment, on being called up from his home for medical examination in connection with the re-assessment of his disability pension, or to settle question arising out of the grant of such pension, subject to a maximum of four days, provided rations in kind cannot be supplied.

171. *Ration allowance to apprehended deserters.*—(1) Naval deserters or absentees from the Indian Navy apprehended by Civil authorities shall be entitled to rations the cost of which does not exceed—

(a) Rs. 1.25 per sailor per diem while he is in Civil custody and

(b) Rs. 2 per sailor per diem when he is travelling by rail or road.

(2) The Civil authorities may claim the amounts actually spent by them for the rations subject to the limits laid down in sub-regulation (1) from the Controller of Defence Accounts (Navy), Bombay.

(3) When claiming the amounts from the Controller of Defence Accounts (Navy), Bombay a certificate that the aforesaid deserters or absentees belong to the Indian Navy should be obtained from the Captain, Naval Barracks, Bombay.

172. *Ration allowance for aircrew engaged on long duration flights.*—Aircrew engaged on long duration flights shall receive ration allowance as follows:—

	Rs.
(*a*) For flights of duration of over three hours but not exceeding five hours	0·75
(*b*) For flights of over five hours' duration	1·00

Explanation 1.—The above-said allowances are not admissible when ordinary flying rations or emergency flying rations are issued.

Explanation 2.—Periods spent in briefing and debriefing shall not form part of the duration of flight for purposes of the above allowances.

SURVEY BOUNTY

173. *Eligibility.*—Sailors of the Seaman Branch employed on survey duties shall receive survey bounty at the rates and under the conditions here-in-after specified.

174. *Rates.*—The rates of survey bounty admissible to sailors shall be as shown in the following table, namely:—

Category	Rs. per annum
3rd Class Survey Recorder	180
2nd Class Survey Recorder	240
1st Class Survey Recorder (Petty Officer and below)	300
1st Class Survey Recorder (Chief Petty Officer)	360

Explanation.—A sailor who is promoted from one survey class to another or advanced in rate during the course of a survey year shall be eligible for the grant of survey bounty at the appropriate rate for the period during which each class or rate is held.

175. *General conditions of admissibility.*—The grant of survey bounty to a sailor under these regulations shall be subject to the following conditions, namely:—

(a) The bounty shall be paid to the sailor annually in arrears in respect of each survey year.

(b) The salior must have been employed in survey ships on field duties for a minimum period of 75 days in the survey year.

(c) Full survey bounty shall be payable if a sailor has done a minimum of 150 days on field duties; for periods ranging from 75 to 149 days, only proportionate bounty shall be admissible.

(d) A sailor who is appointed to the General Service from Survey duties during the course of a survey year and *vice versa* shall be entitled to proportionate bounty in arrears at the end of the survey year provided he fulfils the condition in clause (b).

(e) If a salior, on being appointed to the General Service, does not resume survey duties during the survey year, he shall be treated as a fresh entrant for the purpose of further entitlement to survey bounty.

(f) The salior's work during the survey year must be certified to have been satisfactory by the Commanding Officer of the survey ship.

Explanation 1.—The expression "survey year" means the period from the 1st October of a year to the 30th September of the following year.

Explanation 2.—Survey bounty shall be taken into account for determining the rates of compensatory (city) and dearness allowances.

SUBMARINE ALLOWANCE

176. *Admissibility and rates.*—(1) Submarine allowance at the following rates shall be admissible to sailors attached for training to or for exercises in a submarine:—

Rating	Daily Rate	Monthly ceiling
	Rs.	Rs
Chief Petty Officer	1·75	50·00
Petty Officer	1·50	40·00
Leading seaman	1·25	35·00
Able/Ordinary seaman	1·00	30·00

(2) The allowance shall not be admissible for the period of absence from the submarine for more than three consecutive days.

Explanation.—If the absence from the submarine is not for more than three consecutive days but is intermittently for more than fourteen days in a month, the allowance shall not be admissible for the period of such actual absence.

TOILET REQUISITES WHILE IN CIVIL OR MILITARY OR NAVAL OR AIR FORCE CUSTODY—ALLOWANCE FOR THE PURCHASE OF

177. *Admissibility and rates.*—(1) When pay is inadmissible to sailors during the period they are in civil, military, naval or air force custody awaiting trial, they shall receive an allowance of two rupees per month for the purchase of essential toilet requisites like tooth paste, soap and the like.

(2) The allowance shall be payable monthly in advance.

UNIT AND CHARGE CERTIFICATE ALLOWANCES TO ENGINE ROOM ARTIFICERS AND MECHANICIANS.

178. *Rates and conditions of admissibility.*—(1) Engine room artificers and mechanicians of the Indian Navy who are on continuous service terms, shall be granted unit certificate allowance and charge certificate allowance, provided that they are re-engaged, or undertake in writing to re-engage, to complete the minimum qualifying service for pension, at the following rates, namely:—

(a) Unit certificate allowance—

(i) Lower rate—at Rs. 20 per mensem;

(ii) Higher rate—at Rs. 40 per mensem.

(b) Charge certificate allowance—

(i) Lower rate—at Rs. 40 per mensem;

(ii) Higher rate—at Rs. 60 per mensem.

(2) (a) The lower rate of unit certificate allowance shall be payable—

(i) during the first ten years' engagement—on completion of two years from the date of qualifying for the unit certificate.

(ii) during the period of re-engagement beyond ten years to complete the time for pension—from the date following the date of completion of ten years' service since attaining a man's rate or since attaining the age of 17 years whichever is later, if they are already qualified for the unit certificate, or from date of qualifying for the unit certificate, whichever is later.

(b) The higher rate shall be payable during the period of re-engagement to complete the time for pension from the date following the date of completion of ten years' service since attaining man's rate or since attaining the age of 17 years whichever is later, provided that the lower rate has been drawn for a period of two years after qualifying for the certificate.

(3) (a) The lower rate of charge certificate allowance shall be payable:—

(i) during the period of their first ten years' engagement—on completion of two years from the date of qualifying for the charge certificate;

(ii) during the period of re-engagement beyond ten years to complete time for pension—from the date following the date of completion of ten years' service since attaining man's rate

or since attaining the age of 17 years whichever is later, if they are already qualified for the Charge Certificate, or from date of qualifying for Charge Certificate whichever is later.

(b) The higher rate shall be payable during the period of re-engagement beyond ten years to complete the time for pension from the date following the date of completion of ten years' service since attaining a man's rate or since attaining the age of 17 years whichever is later, provided that the lower rate has been drawn for a period of two years after qualifying for the certificate.

Explanation.—The period of the "first ten years' engagement" referred to in sub-regulations (2) (a) (i) and (3) (a) (i), shall, in the case of those engine room artificers and mechanicians who have signed for eight years' engagement and have been transferred to continuous service and have re-engaged to complete the time for pension include their period of eight years' engagement plus two years of their period of re-engagement.

(4) Unit and charge certificate allowances shall not be drawn concurrently; only one allowance shall be admissible at a time.

(5) Engine room artificers and mechanicians who are released from service after the 1st September, 1952, but who are subsequently re-engaged to complete the time for pension shall also be eligible for these allowances.

Note.—The admissibility of the above said allowances shall be subject to specific orders of the Government to be issued from time to time but engine room artificers and mechanicians already in receipt of such allowances shall continue to draw the allowances under these regulations notwithstanding any decision that may be made to withdraw those allowances.

CHAPTER VIII

LEAVE ALLOWANCES

179. *Admissibility.*—Full pay and allowances shall be admissible to sailors, boys and artificer apprentices during all kinds of leave; and the admissibility or otherwise of compensatory allowance, dearness allowance and rat on allowance during leave shall be regulated in accordance with the relevant provisions contained in Chapter VII.

Explanation.—Sailors who take up any civil employment (Government or private) during their leave pending discharge or retirement, transfer to the reserve or pension establishment shall, during the period of such leave, remain entitled to pay and allowances under this regulation provided that dearness allowance and other compensatory allowances shall be admissible only on the basis of the pay of the civil post, and dearness allowance drawn by such sailors from the Navy shall be deducted by the civil employer at the time of payment of the civil pay and allowances.

180. *Over-stayal of leave.*—If an individual overstays his leave, his pay and allowances shall be regulated as follows:—

(a) If found guilty, he shall be dealt with under the Navy Act, 1957 and awarded mulcts of pay.

(b) If found not guilty, an extension of leave to cover the period in question shall be granted by the authority who sanctions the leave, and the period of such extension shall be debited to his annual leave account for the current year; and if no annual leave is due for that year, such leave shall be treated as an advance of the next year's annual leave.

(c) An over-stayal of casual leave in excess of the maximum admissible will involve its conversion into annual leave.

PART IV

GENERAL

CHAPTER IX—FEES—AWARDS—REWARDS

FEES

181. *For setting papers for promotion examinations.*—(1) Commanding Officers of Indian Naval Ships or Establishments shall receive a fee of fifty rupees for drawing up each set of question papers in the examination for promotion to the rank of "Lieutenant" and "Commander".

(2) A similar fee shall also be admissible to engineer officers for drawing up each set of question papers in connection with the examination for promotion to the ranks of "Lieutenant (Engineer)" and "Commander (Engineer)".

(3) The total expenditure under each account referred to in either sub-regulation (1) or (2) shall not, however, exceed four hundred rupees per annum.

182. *For conducting examinations in Hindustani or Hindi.*—The authorised fees admissible to examiners for conducting examinations in Hindustani or Hindi shall be as follows:—

Category of examiners	Rupees
(a) Indian Naval examiners (excluding the supervising officer) appointed on the special board of examiners convened by the Chief of the Naval Staff for the examination of Indian Naval Officers, to conduct the Lower Standard and Higher Standard Hindustani or Hindi Test, or either of these	Fifty.
(b) Indian Naval Commissioned Officer detailed to assist the aforesaid board in the oral test	Five.
(c) Petty Officer detailed to assist the aforesaid board in the oral test	Three.

183. *For nautical assessors.*—When an Officer of the Indian Navy is appointed to act as an assessor to a court empowered to make formal investigation under Part XII of the Merchant Shipping Act, 1958 (44 of 1958) he shall receive fifteen rupees per diem, which shall not be subject to any deductions.

184. *Pilotage fees to Commanding Officer and Navigating Officer.*—(1) The rates of pilotage fees in respect of particular ports admissible to Commanding Officers and Navigating Officers of the Indian Naval Ships under the appropriate regulations for the Navy shall be laid down by the Chief of the Naval Staff from time to time and such rates shall not exceed two-thirds of the customary fees payable to pilots for such ports.

(2) Claims for pilotage preferred by Commanding Officers of Indian Naval ships and those preferred by Navigating Officers require the approval of the Chief of the Naval Staff before submission for payment to the Controller of Defence Accounts (Navy).

(3) The grant of pilotage fees to such an officer is restricted to six times in and six times out of anyone port or channel and to six times of picking up the same anchorage during the period for which the officer is borne continuously for service in the same ship.

(4) If either the Commanding Officer or the Navigating Officer be ineligible for pilotage fees at a port or channel owing to the restriction imposed by sub-regulation (3), that officer's share of the total pilotage fees admissible shall lapse and shall not be payable to any other officer.

185. *Payment to pilots when employed.*—(1) The Commanding Officer of an Indian Naval ship may, if he employs any pilot in such ship, make payments to such pilot out of the contingent money in his charge and forward the receipted bills to the Chief of the Naval Staff for his sanction. If such employment is later considered by the Chief of the Naval Staff to be unnecessary in any case, the sum so paid already by the Commanding Officer shall be deducted from his salary unless he can justify such employment to the Chief of the Naval Staff.

(2) When it may be found necessary to employ one ship to tow another, only one pilot shall be paid, except in extraordinary cases, the particulars of which are to be noted in the relevant certificates connected with such employment. The payment for pilotage shall be made only to the pilot of either ship to whom the senior officer shall think fit to give charge. Such pilot may be directed by the senior officer to be in whichever ship he may consider most advantageous under the circumstances of the service to be performed.

186. *Navigation allowance.*—Officers and sailors of the Navy when employed in taking to their destinations vessels built or refitted for other departments in the Naval dockyard, may, subject to the approval of the Chief of the Naval Staff, be granted navigation allowance at the following rates from the time of taking charge of the vessel to the date of delivery of the same at destination:—

	Rs. per diem.
General List Officers	6·0
Special Duties List Officers	4·00
Sailors	0·50

Explanation 1.—Navigationallowance shall not be admissible to the civilian crew specially engaged or provided by the Dockyard concerned for the navigation of a vessel.

Explanation 2.—No other allowance except pilotage fee when admissible under regulations 184, 185 may be granted for the service stated in sub-regulation (1).

Explanation 3.—Charges on account of the above allowances are debitable to the department for which the vessel was built or refitted.

187. *Annual retaining fee—short service commission Officers placed on the emergency list.*—On the expiry of their short service contract, including any extensions thereof, officers shall be placed on the emergency list for a period of three years and each of them shall, during such period, be granted annual retaining fee of two hundred rupees.

REWARDS

188. *For apprehension of deserters.*—Any person who apprehends a deserter from the Indian Navy, shall, except when such deserter voluntarily surrenders before him, receive a reward of five rupees. The amount of the reward and the cost of the deserter's or absentee's own railway fare

or sea passage or both, as the case may be, shall be charged against the deserter's pay.

189. *For apprehension of prisoners of war.*—The person who apprehends or gives information which leads to the apprehension of a prisoner of war who has escaped from a prisoner-of-war camp, or from any authorised place of employment, segregation, or detention, or who has effected his escape while travelling, shall receive a reward of twenty rupees and such reward shall be payable by the Commanding Officer in charge of the camp to which the prisoner of war is first brought after apprehension.

AWARDS

190. *Language awards.*—(1) The monetary grants for qualifying in modern foreign languages and Indian languages are as laid down in the Language Regulations for the Armed Forces.

(2) The fact of passing a language examination by a Commissioned Officer shall be notified in the return of appointments, promotion and awards issued by the Chief of the Naval Staff and such notification shall be the authority for the admission of the prescribed award by the Controller of Defence Accounts (Navy).

191. *Gallantry decorations, awards after the 15th August, 1947.—rates and conditions.*—(1) The rates of special pension per month attached to gallantry decorations awarded to any sailor shall be as given hereunder:—

	Rupees per mensem.
(*a*) (*i*) Param Vir Chakra.	Fifty.
(*ii*) Each Bar to Param Vir Chakra	Twenty.
(*b*) (*i*) Maha Vir Chakra	Thirty.
(*ii*) Each Bar to Maha Vir Chakra	Ten.
(*c*) (*i*) Vir Chakra	Twenty.
(*ii*) Each Bar to Vir Chakra.	Eight.

(2) Officers shall not be eligible for such pensions; but sailors who are the recipients of such pensions and who are subsequently granted commissions shall continue to receive the said pensions.

(3) The pensions shall be admissible with effect from the date of the act or event in respect of which the decoration is granted.

(4) Pension for only one decoration (and a bar or bars thereto) shall be drawn at a time; and the less favourable rate of pension shall be relinquished from the date of grant of the higher decorations.

(5) The pension shall be admissible to the recipient of the decoration till his death, and on his death to his widow who has been lawfully married to him by a valid ceremony; and she shall continue to receive the pension untill her re-marriage or death:

Provided that such payment shall be continued to a widow who remarries her late husband's brother and continues to live with the deceased's other living heirs who are eligible for a family pension.

Explanation.—Ordinarily, the pension payable to a sailor shall, on his death, be paid only to the widow who was his first wife. But with the special sanction of the Central Government, such pension may be divided

equally between all the widows of the recipient, and payments to all the widows shall cease when the pension to the widow who was his first wife, ceases to be payable as hereinbefore provided.

(6) Pension under this regulation is liable to be forfeited on conviction for the following offences and shall be stopped with effect from the date indicated in the Gazette of India notifying the forfeiture of the award, namely:—

(a) Treason.
(b) Sedition.
(c) Mutiny.
(d) Cowardice.
(e) Desertion during hostilities.
(f) Murder.
(g) Dacoity.
(h) Rape.
(j) Unnatural offences.

Such pension as may have been forefeited shall become payable on the restoration of the award as notified in the Gazette of India.

192. *Gallantry awards and Jangi Inams in force prior to 15th August,* 1947.—Recipients of the awards which were in force prior to the 15th August, 1947 and Jangi Inams for meritorious service rendered in the Second World War (1939—1945) shall continue to receive allowances attached thereto in accordance with the relevant orders for the time being in force on the subject.

NON-GALLANTRY AWARDS

193. *The Meritorious Service Medal with annuity and the Long Service and Good Conduct Medal with gratuity.*—(1) For the non-gallantry medals mentioned below the pecuniary benefits indicated against them shall be admissible:—

(a) *The Meritorious Service Medal.*—An annuity of one hundred rupees, admissible with effect from the 15th August of the year for which the award is made.

(b) *The Long Service and Good Conduct Medal with Gratuity.*—A gratuity of one hundred rupees.

(2) The categories of personnel eligible for the medals, the qualifications and the conditions governing the awards are laid down in the relevant regulations for the Navy.

CHAPTER X—COMPENSATION

COMPENSATION FOR NON-PROVISION OF GOVERNMENT ACCOMMODATION AND ALLIED SERVICES—OFFICERS

194. *Admissibility.*—(1) In cases in which accommodation is not available in the station pool of accommodation, an officer entitled to be provided with accommodation, may be permitted by the Station Commander in writing to make his own arrangements for accommodation. The officer, in that case, shall be entitled to the reimbursement of expenditure incurred towards rent in excess of the amount he would normally be required to pay if Government accommodation is provided.

(2) Where officers are permitted to make private arrangements for accommodation, the sanction of the Station Commander accorded within a period of two months from the date of hiring of private accommodation shall be treated as in order. Application for approval of the scale and rent of such hired accommodation shall be made either before or within 10 days of the date of hiring. While according sanction, no relaxation shall be made by the Station Commander in regard to the conditions pertaining to the scale, area, rate of rent or the like.

(3) The certificate of non-availability of married accommodation shall be issued by the Station Commander to the officer within a period of 10 days of the provision of single accommodation.

195. *Officer unable or unwilling to make his own arrangements.*—In cases in which accommodation is not available in the station pool of accommodation, an officer entitled to be provided with accommodation and who is unable or unwilling to make his own arrangements for accommodation, may be provided with suitable accommodation in a hotel, club, boarding house, and the like, under the orders of the Station Commander; and the officer, in that case, shall be entitled to reimbursement of the difference, if any, between the approved rent of the quarter occupied and the normal rent which he would be required to pay if Government accommodation is provided.

196. *Conditions of admissibility.*—The compensation admissible for non-provision of Government accommodation under regulations 194 and 195 is subject to the following conditions:—

(a) The provision of accommodation under private arrangements or in a hotel or boarding house should be authorised only for a period not exceeding three months at a time and it should be stipulated in the lease, if any, that the hiring may be terminated without notice at the end of any calendar month.

(b) The accommodation arranged in hotels, clubs or boarding houses, or under officers' own private arrangements, shall not be more than is necessary to house the officer and his family and such servants, horses or motor cars as he may be authorised to and does actually maintain; and in any case the officer shall not, under this arrangement, be allowed more accommodation than that which would be allowed in a Government hostel. In towns where there are hostels of different grades, accommodation shall not be arranged in hotel, and the like, in a grade higher than what is suitable to the rank of the officer.

Explanation.—The term 'family" for the purpose of clause (b) shall mean an officer's wife, legitimate children and step children residing with and wholly dependent on him.

(c) The accommodation arranged, which shall be of a class and scale suitable to the rank and status of the officer, shall be approved by the Officer Commanding, Station except in the case of officers of the rank of Captain in which case the approval of the General Officer Commanding, Area shall be obtained.

(d) In the case of hotels, clubs and the like, the Officer Commanding, Station shall determine what proportion of the charges made by the hotel, clubs and the like, should be allocated to rent and the decision on this point shall be based on a consideration of the accommodation occupied and the comparative cost of similar accommodation elsewhere.

(e) When necessary arrangements for accommodation in each case have been concluded, the amount of rent shall be approved in writing by the Officer Commanding, Station except in the case of officers of the rank of Captain in which case it shall be approved by the General Officer Commanding, Area. The rent fixed under such arrangement shall not, in any case, exceed the rent payable by Government for similar hired accommodation in the station. In cases in which the rent is excessive, specific orders in writing of the General Officer Commanding, Area shall be obtained.

(f) The rent and other charges shall be paid direct to the landlord, hotel and the like, as the case may be, by the officer concerned and he shall be entitled to reimbursement admissible under regulations 194 and 195.

197. *Officers permitted to live in their own houses.*—Officers, for whom Government accommodation is not available in the station pool of accommodation and who are permitted by the Station Commander in writing to live in their own house at their place of duty, shall be reimbursed the amount equivalent to the difference between the rental value of such house as determined by the Station Commander on the basis of their entitlement and the amount of rent recoverable from them for accommodation for their class.

Explanation.—The provisions contained in this regulation are subject to review and shall remain operative so long as a similar concession is applicable to civilian officers of the Central Government.

198. *Provision of furniture.*—(1) When an officer is living in Government accommodation, owned or hired by the Military Engineering Service or is permitted with the approval of the Station Commander to arrange for his own accommodation, he shall be provided with furniture according to the authorised scale under the relevant rules. When this is not practicable he may be permitted with the approval of the Military Engineering Service to hire furniture within the authorised scale and any hire charges in excess of two and a half per cent of the officer's pay but subject to a maximum limit of a further two and a half per cent of his pay shall be met by the Central Government.

(2) Officers entitled to be provided with free furniture shall, under this regulation, be reimbursed hire charges upto five per cent of their pay.

Explanation 1.—Officers living in factory quarters are also entitled to the aforesaid concession. But such officers shall not be provided with furniture either by the Military Engineering Service or factory authorities and they shall hire furniture from private sources. The Barrack Officer shall in that case check and certify that the articles so hired are within the authorised scales and have been hired on reasonable rates in accordance with the prevalent market rates. On the strength of such certificate, the Supply Officer-in-Charge, Naval Pay Office, Bombay shall reimburse the officer, the excess hire charges on the scales laid down above.

Explanation 2.—When the Military Engineering Service authorities are unable to provide any furniture to an officer and he buys his own set, he shall not be entitled to any rebate or reimbursement from Government under the above regulation.

199. *Garages.*—(1) If the Station Commander is unable to provide garages to officers who actually maintain cars and for whom garages are authorised as part of their residences to which they are entitled, such officers may hire garages with the permission of the Officer Commanding the Station. In such a case the officer concerned may claim reimbursement of the hire charges for the garage, provided the Station Commander certifies that a garage could not be provided and no cheaper arrangement was possible.

(2) The provisions of sub-regulation (1) shall not apply to officers provided with accommodation in Delhi or New Delhi.

COMPENSATION IN LIEU OF QUARTERS—SAILORS

200. *Admissibility.*—When family quarters are not provided for sailors at their duty station but they are entitled thereto under the relevant rules in force or if accommodation inferior to that authorised is provided, compensation in lieu of such quarters shall be admissible under these regulations.

Explanation 1.—In the case of sailors afloat, the port at which their ship is based shall be deemed to be their duty station for the purpose of grant of compensation.

Explanation 2.—Sailors afloat and ex-India who are unable to accept accommodation allotted due to their absence from the base port shall be considered as not having been allotted accommodation till they return to the base port for the purpose of entitlement to compensation, provided always that this shall not result in Government accommodation remaining vacant.

201. *Rates of compensation when no accommodation is provided.*—When no quarters are provided, compensation shall be admissible at the following rates:—

Rate	Ordinary	Special
	Rs. p.m..	Rs. p.m.
Chief Petty Officer	28·00	42·00
Petty Officer	21·00	31·50
Leading Rate	14·44	21·66
Able/Ordinary Rates	10·50	15·75

Explanation.—The special rates shall be admissible to those employed at Calcutta, Bombay, Madras, Delhi, New Delhi and Simla (including those employed at Armed Forces Headquarters and Inter-Service Organisations at New Delhi or Delhi or Simla). The special rates shall also be admissible in the adjacent localities which are specially included within the limits of these cities for the purposes of Compensatory (City) Allowance.

202. *Element of water, light, furniture and conservancy.*—(1) The rates of compensation laid down in regulation 201 include those in lieu of water, light and furniture. In the case of sailors serving in the Armed Forces Headquarters (including Inter-Service Organisations) at Delhi, New Delhi and Simla and who are provided with free Government accommodation but with no services of water, light and furniture, compensation in lieu of such services, shall be admissible at the following rates, namely:—

	Rs. per mensem
Water	1·00
Light	0·62
Furniture	1·19

(2) Free conservancy or allowance in lieu thereof is not included in the rates given in regulation 201 and is, therefore, admissible, in addition, in terms of regulation 142.

203. *Compensation when inferior accommodation is provided.*—Compensation for inferior quarters shall be a sum proportionate to the "ordinary" rates of compensation as laid down in regulation 201 based on the floor area of the main rooms occupied as compared with the authorised scale laid down in the relevant regulations.

204. *Compensation to Chief Petty Officers.*—(1) Married Chief Petty Officers who are permitted to live out with their families under private arrangements shall be entitled to compensation at the rates laid down in regulation 201 irrespective of whether single Government accommodation is available or not. Compensation at those rates shall continue to be admissible to such Chief Petty Officers during the temporary absence of their families provided that such absence does not exceed three months. If they continue to live without their families, after the expiry of three months, compensation shall be restricted to two-thirds of the prescribed rates.

(2) Single Chief Petty Officers and married Chief Petty Officers living without their families, and who are permitted to make their own arrangements, shall be entitled to compensation at two-thirds of the rates specified in regulation 201.

205. *Compensation to Petty Officers and below.*—Married sailors of the rate of Petty Officer and below, who are not provided with married accommodation but are permitted to live out and make their own arrangements irrespective of the fact whether or not Government is in a position to provide them with single accommodation, shall be granted compensation at full rates, provided that they are within the authorised percentages of married establishments.

206. *Compensation during temporary absence on duty or leave.*—Compensation shall continue to be admissible during periods of temporary absence on duty and during absence on annual leave, provided that—

(a) the sailor concerned was drawing it while on duty immediately before proceeding on leave;

(b) during such absence he retains and does not sublet the house which he had hired while on duty;

(c) his Commanding Officer certifies that an equivalent amount of expenditure has been incurred on house rent at the station of duty during the period of absence as when on duty; and

(d) the leave granted to the sailor is not leave preparatory to retirement or discharge.

207. *Compensation when not admissible.*—(1) Compensation shall not be paid to a sailor to whom Government accommodation of the authorised class has been allotted but who, thereafter, prefers to take private accommodation; nor shall it be paid to a sailor in receipt of any special allowance in lieu of accommodation.

(2) Compensation on the scale appropriate to a higher appointment shall not be admissible to a sailor who is acting in such appointment; nor to a sailor for whom accommodation, on the scale laid down for his substantive appointment is available but who elects to retain his inferior quarters.

(3) Compensation for inferior quarters shall not be admissible—

(a) in hutted camps;

(b) when Government tents have been provided;

(c) when, in the opinion of the accommodation allotting authority, the sailor concerned is suitably housed irrespective of the scale of accommodation laid down;

(d) owing to deficiencies in out-houses;

(e) to sailors who are entitled to compensation in lieu of quarters at less than rupees six per mensem;

(f) to sailors in occupation of Government accommodation declared not habitable; the occupation of such accommodation shall also be at their own risk and cost.

208. *Procedure for claims.*—Claims for compensation shall be prepared by the ships and establishments and forwarded to the Supply Officer-in-Charge, Naval Pay Office, Bombay, for crediting the amounts to the respective sailor's accounts. These claims shall be supported by the following certificates and particulars, namely:—

(a) In respect of claims submitted for the first time—

(i) a copy of the order authorising the sailor to make private arrangements for accommodation at the duty station where Government married accommodation is not available;

(ii) a certificate from the sailor that extra expenditure to the extent of the claim has actually been incurred by him in making private arrangements;

(iii) in the case of a Chief Petty Officer, the claim shall indicate whether he is married and whether he is living with his family or not.

(b) In respect of claims for subsequent months—

(i) a certificate from the Commanding Officer to the effect that no Government accommodation has been provided since the issue of the order referred to in clause (a) (i);

(ii) certificate and particulars as required in sub-clauses (ii) and (iii) of clause (a).

(c) In the case of personnel on leave or temporary duty, in addition to the certificate and particulars mentioned in sub-clauses (ii) and (iii) of clause (a), certificates in terms of regulation 206 shall also be furnished.

(d) The first claim on account of compensation for inferior accommodation shall be supported by a certificate from the Garrison Engineer regarding floor area of the concerned building.

COMPENSATION FOR LOSS OR DAMAGE

209. *General conditions under which compensation is granted.*—(1) An officer or sailor who, whilst at duty, sustains, by any cause attributable to his service, loss of or damage to any necessary articles of clothing or equipment, or any books, instruments, or tools used in connection with his duty, shall be compensated for such loss or damage, subject to a certificate being furnished that the following conditions are satisfied, namely:—

(a) that he has been acquitted of all blame as to the cause of loss or damage;

(b) that the loss or damage occurred in circumstances altogether unavoidable by him;

(c) that it was not occasioned by any neglect or fault on his part;

(d) that every effort was made by him to prevent such loss or damage.

(2) Compensation is not admissible for articles damaged unless they have been so greatly damaged as to be unfit for further use. When an article is repairable, no compensation is admissible in respect of the cost of repair. Compensation is not admissible in respect of wear and tear of kit in the course of active service, as opposed to destruction or irremediable damage.

210. *Amount of compensation.*—The amount of compensation awarded shall be calculated on the principle of making good the actual loss or damage to the extent necessary to enable the officer or sailor to re-equip himself with what is necessary for further service, and shall be based on the prevailing prices of the various articles of uniform, equipment, and the like.

211. *Compensation for instruments and books.*—(1) Claims on account of loss of, or damage to, instruments or professional books shall be treated on their merits; and in such claims, where they relate to books, the titles and publishers' names and where they relate to any instrument or chronometer, the maker's name, and the particulars of the original cost in each case, should be stated; and if any instrument or chronometer were used in the navigation of the ship, the Commanding Officer should give a certificate to that effect.

(2) The compensation for an instrument lost or damaged shall be made either by the supply of another in lieu thereof, or by a money payment, at the discretion of the Chief of the Naval Staff. Books shall be replaced in kind.

212. *Compensation for infacted clothing or personal effects destroyed.*—(1) When the clothing or other personal effects of an officer or a sailor suffering from an infectious disease on board a ship are ordered to be destroyed to prevent the risk of infection to others, a list of such clothing or effects shall be made and the actual value thereof shall be appraised.

(2) A certificate from the medical officer concerned, stating the necessity for destroying the said articles, shall be endorsed on the list thereof and attached to the voucher for the payment or replacement. The list should not include articles other than those actually required for service.

(3) In the event of the restoration of the patient to health, replacement shall be made or compensation paid according to the foregoing regulations; but in the event of death, no compensation shall be payable to the deceased person's representatives in respect of the articles destroyed.

213. *Compensation for tools.*—Compensation for loss of, or damage to, tools shall be calculated according to the current market values, but shall be paid in respect of only such tools as are included in the minimum toolkit of the individual who has sustained the loss or damage.

214. *Person who leaves the service before being compensated.*—When an officer or a sailor leaves the service for causes other than his own misconduct before being compensated for loss or damage sustained by him while in service, a report of the circumstances relating to the particular case shall be submitted to the Chief of the Naval Staff, who shall decide on the award of compensation to be made to the individual. Such award shall in no case exceed the actual value, so far as it can be ascertained, of the articles lost or damaged.

215. *Person who dies before being compensated.*—When an officer or a sailor dies before being compensated for loss or damage, no compensation shall be payable. If expenditure on compensation is incurred, but the officer or sailor dies before a claim for refund is made, the Chief of the Naval Staff may, on receipt of proof of the expenditure, make an award at his discretion to the legal representative of the deceased.

216. *No compensation admissible when an officer or a sailor can claim indemnification from individual at fault.*—Where loss or damage occurs in circumstances which give the officer or sailor a claim to indemnification from persons through whose fault it happened, no compensation shall be paid under these regulations; but if the officer or sailor so desires, and loses no time in making application to the senior officer present, an inquiry shall be ordered by the aforesaid senior officer and every assistance for obtaining the necessary evidence in support of the claim against the parties liable shall be rendered to the claimant.

217. *Compensation for loss of baggage sent by another vessel.*—Where an officer for his own convenience sends any of his baggage or articles of equipment by any of the Indian Naval Ships or a private vessel in which he himself is not travelling as a passenger, it shall be incumbent upon him to insure such baggage or articles, and if he neglects to do so no compensation shall be given in the event of their loss.

218. *No compensation for loss of money.*—No claim for compensation by an officer or sailor shall be admitted on account of loss of money, which is his private property, nor for losses sustained by officers while proceeding on, or returning from, leave of absence.

219. *Compensation for additional cost of car insurance.*—(1) An officer serving on the staff of any Indian Embassy or High Commission in a foreign country, who has not been provided with an official car for his use and in whose case maintenance of a private car has been certified by the concerned Ambassador or High Commissioner as necessary for the efficient performance of duties at the post abroad, shall be reimbursed at the following rates, the expenses incurred by him on account of Insurance of his private car maintained abroad:—

	Rs. per mensem
(a) Captain or Commander	25
(b) Lieutenant Commander or Lieutentant	20

(2) The payment shall be made on the officer's certifying each month that he maintains a private car, that he has taken out a comprehensive insurance policy for it and that it is in force; a copy of the receipt for every payment of insurance premium shall also be filed by the officer with the Embassy or High Commission.

220. *Submission and investigation of compensation claims.*—(1) All claims for compensation shall be submitted to the Chief of the Naval Staff for consideration within thirty one days of the date of loss or damage. Late claims shall be rejected unless the claimant can prove that delay was unavoidable. Claims shall be investigated by a board of enquiry which should record an opinion as to the amount of compensation to be granted.

(2) Pending finalisation of claims for compensation reasonable money advances may be made under the authority of the Chief of the Naval Staff to commissioned officers and to subordinate officers.

(3) In respect of claims for loss or damage sustained by sailors, the following procedure shall be followed, namely:—

(a) immediately after the loss or damage, any articles of absolute necessity so lost or damaged shall be issued and their value charged in the ship's cash account and intimated to the pay accounting authorities for the purpose of recovery from the sailors to whom such issues have been made. These charges need not, however, be actually deducted from the pay of the concerned sailors, pending the result of necessary investigation;

(b) the investigating officer shall assess the compensation proposed (if any) in money, articles of uniform clothing being assessed at the issue price of new articles. In no case shall compensation be awarded for loss of articles of clothing, and the like, which are in excess of the regulation kit (compulsory and optional) of the sailors held by the concerned sailor at the time of the loss or damage;

(c) the report of the investigating officer shall be submitted to the Chief of the Naval Staff who shall award such compensation as he may consider equitable in each case. The amount awarded shall then be credited in the name of the sailor concerned in the Individual Running Ledger Account, any debits incurred under clause (a) being liquidated before payment is made.

CHAPTER XI—ADVANCES AND RECOVERIES

SECTION I—ADVANCES

General Rules

221. *General provision regarding the grant of advances.*—(1) Advances of money other than those admissible under these regulations or any other regulation for the time being in force and advances of money exceeding the limits laid down in such regulations, shall require the sanction of the Central Government.

(2) Even though admissible under regulations, an advance shall not be given unless the circumstances require it, and then only to the extent necessary.

(3) When an advance is sanctioned for a specific purpose, it shall only be drawn as required to meet current expenditure and in no circumstances shall it be diverted to any other purpose.

(4) The payment of an authorised advance of pay shall be made by the Commanding Officer of the ship or establishment in which the individual is serving, on the application of the individual concerned.

222. *Grant of repayable advances.*—Advances falling under the head "Advances Repayable", other than advances for the purchase of motor cars, motor cycles and bicycles (for example, first formation of messes in an Indian Naval Ship, and the like) shall not be sanctioned until the Controller of Defence Accounts (Navy) has certified that funds are available in the year in which payment is proposed to be made. In the case of advances for the purchase of motor cars, motor cycles and bicycles, it shall be the duty of the sanctioning authority, before such an advance is sanctioned, to satisfy itself that funds are available.

223. *Yearly acknowledgement of Advances repayable.*—(1) On the first day of April each year, every officer who has received advances falling under the head "Advances Repayable", (for example, advances for the purchase of motor cars or motor cycles or bicycles, advances on the first formation of messes in Indian Naval Ships, and the like) shall send an acknowledgement in the prescribed form (Appendix X) to the Controller of Defence Accounts (Navy) stating that the amount of advance or loan outstanding on the 31st March of that year is due from him and is to be accounted for by him.

(2) When an officer operating advances other than advances for the purchase of motor cars, motor cycles and bicycles, is relieved of his charge, he shall account for the advance to his successor and shall also submit an acknowledgement as mentioned above to the Controller of Defence Accounts (Navy).

224. *Adjustments on transfer.*—When an officer or sailor is transferred to another audit circle, all outstanding demands against him shall be adjusted by the audit officer of that circle.

DRAWAL OF ADVANCES OF PAY ON NAVAL PAY BOOKS

225. *General conditions while serving in India.*—Under the Centralised Pay Accounting System followed in the Navy, pay and allowances due to an individual are credited in a running ledger account maintained by the

Naval Pay Office separately for each individual. Actual monthly payments shall be made in the form of advances only, under the following conditions, namely:—

(a) Advances shall be made monthly in arrears normally on the first of the month following that for which it is due.

(b) Advances shall not exceed the net entitlement of the individual as exhibited in his Naval Pay Book from time to time and any debit balance intimated by the Naval Pay Office through the statement of entitlement or change statement or otherwise shall be carefully adjusted; and paying officers shall be held personally responsible for any over-payments authorised or made.

(c) An individual can draw, in round sum, the whole amount of his entitlement or, if he prefers, may draw a portion only and leave the balance in his pay account. Any sum thus undrawn shall not be drawn during the current month except in special circumstances, for example, advance to personnel proceeding on leave, advances of ration money and the like, and in every such case, prior written concurrence of the Officer-in-Charge, Naval Pay Office or the Commanding Officer shall be obtained.

(d) Immediately after each payment, the amount paid shall be entered in the Pay Book of the individual and the payments shall be attested by the paying officer.

226. *Mode of drawal of advances of pay and allowances.*—(1) Officers may elect one of the following methods for the drawal of advances of pay and allowances, namely:—

(a) payment in cash;

(b) payment by cheque, when the paying officer operates a public banking account;

(c) remittance to the bank through which the officer draws his monthly pay and allowances when the paying officer operates a public banking account.

(2) Sailors shall draw advances of pay and allowances in cash only.

227. *Drawal of advances of monthly pay and allowances while serving ex-India.*—The drawal of advances of pay and allowances ex-India is subject to any restrictions that may be imposed by the Central Government from time to time.

OTHER ADVANCES OF PAY

228. *Definitions of 'advance of pay' and 'net pay'.*—(1) An 'advance of pay' means a sum drawn after an individual has been paid upto the due date and shall be an advance against the 'net pay' due for the period in respect of which such sum is drawn.

(2) The 'net pay' of an individual is that amount of the monthly gross emoluments to which he is entitled after deduction of the regular monthly charges, for example, family allotment, income-tax, fund contribution and the like.

229. *Occasions and extent of drawing advance of pay.*—Advances of pay may be allowed to the extent and in the circumstances stated below:

(a) *Officers*

(*i*) On transfer from one ship or appointment to another, necessitating change of station.	One month's pay.
(*ii*) When proceeding on annual leave or combined leave, for the annual leave portion of the leave.	Pay of rank plus any other allowance which is treated as pay.
(*iii*) When proceeding on duty or deputation out of India :—	
Captain, Commander and Lieutenant-Commander.	Rs. 1,500
Lieutenant and Sub-Lieutenant . .	Rs. 1,000.

Explanation.—Officers when proceeding on duty or deputation outside India for a period of less than one month are not entitled to advance of pay under this sub-clause.

(iv) When returning to India from duty in the United Kingdom:—

Captain, Commander and Lieutenant Commander of and over 18 Years' service.	150
Lieutenant Commander of under 18 years' service.	100
Lieutenant and Sub-Lieutenant . .	50

(*b*) *Sailors*

(*i*) When transferred from ship to another necessitating change of station.	One month's pay.
(*ii*) When proceeding on leave, other than casual leave.	Pay including good conduct pay and dearness allowance for the period of leave subject to a maximum of four month's pay, provided that such an advance is covered by the assets of the sailors concerned and that any part of the advance not so covered is guaranteed by the Welfare Funds at the dishosal of Naval Headquarters.
(*iii*) The provisions contains in sub-clause (ii) of clause (b) shall also apply to boys and apprentices.	Pay and allowances for the period of leave.
(*iv*) When proceeding on leave pending discharge or retirement.	
(*v*) When leaving their duty stations on temporary duty or attachment.	One month's pay of rate, wh[illegible] if sanctioned by the commanding officer.

230. *General conditions of admissibility.*—(1) An advance ordinarily admissible under regulation 229 shall be reduced by the amount, if any, still outstanding under a previous advance.

(2) Advances of pay admissible on transfer from one station to another on duty must be drawn prior to departure from the old station.

(3) If an officer proceeding on leave in India has not drawn the advance of pay admissible under sub-clause (ii) of clause (a) of regulation 229, he may arrange with the Naval Pay Office for the remittance of his pay, as it falls due, during absence on leave.

(4) No advance of pay shall be granted to officers proceeding out of India on duty with their ship.

231. *Recovery advances.*—The recovery of advances admissible under regulation 229 shall be effected as follows, namely:—

(a) Advances payable under sub-clauses (i) and (iii) of clause (a) and under sub-clause (i) of clause (b) of regulation 229 shall be recovered in monthly instalments each equal to one-third of the total monthly emoluments of the individuals concerned. The recovery of advances under sub-clauses (i) and (iii) of clause (a) of regulation 229 shall commence from the pay for the month following that in which the advances are paid.

(b) Advances payable under sub-clause (ii) of clause (a) and sub-clauses (ii) and (iv) of clause (b) of regulation 229 shall be adjusted in full as the pay falls due monthly and no issue of leave pay shall be made until after the sum advanced has been recovered.

Explanation.—Any loss to the Central Government arising from advances which are guaranteed by the Welfare Funds shall be borne by those funds.

(c) Advances payable under sub-clause (iv) of clause (a) of regulation 229 shall be recovered in India at the uniform rate of exchange of 1sh. 6d. to the rupee, as follows:—

Captains, Commanders and Lieutenant Commanders of and above 18 years' service.	By monthly instalments each equal to one-third of the monthly emoluments drawn inclusive of all allowances.
Lieutenant-Commanders of under 18 years' service, Lieutenants and sub-Lieutenants.	In ten equal monthly instalments or in a smaller number of instalments, if the officer so desires.

Explanation.—No recovery shall be effected from the leave allowances drawn by an officer for the period between the date or last payment in the United Kingdom and that of joining duty in India.

232. *Recovery of advances in case of deceased personnel.*—No recovery shall be made from the estate of a deceased officer or sailor in respect of any advance of pay drawn by him, except under the special orders of the Central Government; Provided that the whole or a portion of the pay or gratuity payable to an officer or a sailor and due to him at the time of his death may be withheld in or towards liquidation of any unadjusted advance of pay.

Provided further that in the case of annual leave pay issued in advance to an officer who dies before the expiry of his annual leave, the amount paid in respect of the period beyond the date of his death may be recovered from his estate. Provided also that for a period of 14 years commencing from the 1st January, 1952 no recovery of any unadjusted advances of pay shall be made from the surplus of the estate of a deceased officer or the beneficiary of such estate except in the following circumstances, namely:—

(a) where the deceased officer has left behind dependents and the net value of the estate is more than Rs. 15,000, recovery can

be made only upto the extent of the difference between the net value of the estate and Rs. 15,000; or

(b) where the deceased officer has left behind no dependents, the recovery can be made upto the extent of the value of the estate permits.

MISCELLANEOUS ADVANCES

233. *Advance of pay to accepted recruits.*—(1) Indian Navy recruits enrolled by recruiting officers are entitled to an advance of pay of two rupees when proceeding to join their training establishments and where the journey to such establishments takes five days or more, the said advance may be increased upto four rupees at the discretion of the recruiting officer.

(2) The said advance shall be recovered in full from the first month's pay of the recruit. Where the pay due to a recruit for the first month is less than the amount of advance, the balance shall be recovered in full from the pay for the following month. In the event of a recruit deserting or becoming non-effective before earning sufficient pay to cover the advance, the amount remaining unrecovered shall be written off.

(3) Advances of pay upto the maximum of half a month's pay, rounded off to the nearest rupee, may be granted by recruiting officers and assistant recruiting officers to all sailors recruited on mobilisation and each of such advances shall be recoverable in four monthly instalments.

234. *Advance of pay to meet initial house rent in the United Kingdom.* —(1) Naval personnel sent on deputation from India to the United Kingdom shall be entitled to advance upto a maximum of two months' salary for payment of the initial house rent payable by them in advance to the landlord concerned; such advance is payable by the High Commissioner for India in London.

(2) The advance shall be recovered in six monthly instalments; but where the amount of advance granted to any of such personnel falls short of his two months' salary, the number of instalments shall be reduced proportionately.

235. *Advances to Service motor transport drivers for payment of fines awarded by a Criminal Court.*—(1) An advance not exceeding three hundred rupees may be granted by a Commanding Officer to a Service motor transport driver for the payment of any fine awarded by a Criminal Court in consequence of his being involved in a traffic accident while driving a Government vehicle on duty, provided that in the opinion of the Commanding Officer, further retention of such driver in the Indian Navy is desirable.

(2) An advance sanctioned under sub-regulation (1) shall be claimed from the Controller of Defence Accounts (Navy) on the individual's application, supported by the sanction of the competent authority and a receipt, duly stamped, where necessary.

(3) An advance under this regulation is recoverable in monthly instalments each equal to one-quarter of the individual's monthly emoluments.

ADVANCE FOR THE PURCHASE OF MOTOR CARS

238. *Conditions for grant of advance.*—(1) Advance for the purchase of motor car may be allowed to—

(a) every officer for whom a motor car is essential to enable him to carry out his duties; and

(b) every officer to whom a motor car, though not essential, is of assistance in carrying out his work.

Explanation.—An officer may be allowed to purchase more than one vehicle at a time provided that it is in the public interest that he should do so, and provided also that the total amount outstanding at any one time does not exceed the limits prescribed in regulation 237.

(2) Advances may be made at the discretion of the sanctioning authority to officers of the categories shown and upto the limits laid down in regulation 237 provided that such advances can be met from the sanctioned allotment. Before sanctioning an advance, the sanctioning authority shall satisfy itself that funds are available and, before granting any advance under clause (b) of sub-regulation (1), that the year's allotment is sufficient for the requirements of officers referred to in clause (a) thereof.

(3) Advances for the purchase of motor cars may be granted after the commencement of a financial year only when "provisional" allotments are notified to the lower formations. Advances so granted, before the final allotment for that year has been notified, should not exceed that portion of the proposed appropriation for the whole year for which a vote "on account" has been passed by the Lok Sabha.

(4) The amount of advance shall not exceed the price to be paid for the car subject to the maximum amount admissible under regulation 237. In case the advance taken is in excess of the actual price paid, such excess shall be refunded at once to the Controller of Defence Accounts (Navy). In the case of the purchase of a second-hand vehicle, no portion of the advance shall be utilised for the purpose of overhauling, refitting and the like after the vehicle has been purchased.

(5) Before sanctioning an advance, the sanctioning authority shall satisfy itself that the conveyance has not already been purchased and paid for and if the conveyance has been paid for in part, the sanctioning authority shall restrict the advance to the minimum amount required to meet the balance of the price of the conveyance:

Provided that where an officer purchases a conveyance after applying for the advance and arranges to pay for it by raising a temporary loan, he may be permitted to draw the advance, subject to other conditions being satisfied if the conveyance was purchased within 3 months of applying for an advance.

237 *Sanctioning authorities and the amount of grant that they can sanction.*—(1) The categories of officers to whom the advances are admissible, the sanctioning authorities and the amounts of advance admissible are as described in the table below:—

To whom admissible	*Sanctioning Authority*	*Amount*
(*a*) (*i*) Chief of the Naval Staff (*ii*) Officers serving with Indian Missions abroad.	Government of India.	Rs. 14,000 or 14 months, pay or the anticipated price of the car, whichever is the least.
(*b*) (*i*) Flag Officer, Bombay (*ii*) Commodore-in-Charge, Cochin (*iii*) Commodore East Coast (*iv*) Naval Officers-in-Charge (*v*) Resident Naval Officers (*vi*) All Naval Officers other than the Chief of the Naval Staff serving in Naval Headquarters.	Chief of the Naval Staff.	
(*c*) All Naval Officers serving ashore under the Flag Officer, Bombay.	Flag Officer, Bombay.	
(*d*) All Naval Officers serving ashore under the Commodore-in-Charge, Cochin.	Commodore-in-Charge, Cochin.	
(*e*) All Naval Officers serving ashore under the Commodore, East Coast, Vishakhapatnam.	Commodore, East Coast, Vishakhapatnam.	
(*f*) Instructional Staff and Student Officers, Defence Services Staff College, Wellington.	Commandant, Defence Services Staff College, Wellington.	

Provided that during the continuance of the emergency declared on 26th October, 1962 under article 352 of the Constitution, the maximum advance for the purchase of motor car shall be restricted to Rs. 12,000 or 12 months' pay of the Government servant or the anticipated price of the motor car, whichever is the least. The amount of the advance thus granted shall be recoverable in not more than 60 monthly instalments.

(2) The authority authorised to sanction an advance for the purchase of a motor car under this regulation may at its discretion grant such advance on the basis of the acting rank or appointment for the time being held by the officer seeking the advance provided that—

(a) such officer has held the acting rank or appointment for 6 months continuously and he is not likely to revert to a rank too low so that it is difficult for him to repay the amount in regular monthly instalments as originally fixed; and

(b) it is made clear in every such case that no plea of hardship consequent on reversion to a lower rank or appointment would be accepted as a cause for reduction of the amount recoverable every month.

238. *Admissibility for officers serving afloat.*—(1) Officers appointed afloat may also be allowed to draw advances for the purchase of motor cars subject to the same terms and conditions as are applicable to other officers and as are laid down in regulations 236 and 237.

(2) Officers of the rank of Lieutenant-Commander and above drawing substantive pay of not less than one thousand rupees may draw advances for the purchase of motor car with the sanction of the competent authority shown below:—

To whom admissible	*Sanctioning Authority*
(*i*) Flag Officer Commanding Indian Fleet	Chief of the Naval Staff.
(*ii*) All other officers appointed afloat	Administrative authority of the ship in which the officer is serving.

239. *Method of applying for advance.*—(1) Every application for an advance shall be made in triplicate in the form given in Apendix XI-A, through the normal channels to the sanctioning authority.

(2) The advance shall be applied for well in time, sanctioned by the sanctioning authority as soon as possible and drawn from the Controller of Defence Accounts (Navy) Bombay within two months of the date of sanction.

(3) In cases where the officer intends to purchase a new vehicle he shall draw the advance only after he has received a written assurance from the dealer that the vehicle is likely to be available within a month and a certificate to this effect shall be recorded on the bill for the advance.

(4) On an advance being sanctioned, the sanctioning authority shall forward a copy of the sanction for the information of the Controller of Defence Accounts (Navy), Bombay and the Supply Officer-in-Charge, Naval Pay Office, Bombay. He shall also require of the officer concerned that the agreement and the mortgage bond prescribed in Appendix XI-B and Apendix XI-C respectively are duly executed.

(5) The said agreement shall be executed by the officer in the presence of the Commanding Officer of the ship or establishment or other similar authority at the time the advance is drawn, and the said mortgage bond shall be executed in the presence of the same authority and another officer as soon as purchase has been made, hypothecating the vehicle to the President of India as security for the advance.

(6) The said documents, after execution, shall be forwarded to the Controller of Defence Accounts (Navy), Bombay for safe custody, accompanied by the cash receipt for the payment actually made. When the advance is fully recovered, the said documents shall be returned to the mortgagor.

240. *Time limit for the drawal of the advance and purchase of motor car.*—(1) If the amount of advance is not drawn within two months of the date of sanction the same shall lapse to the Government.

(2) When an individual draws an advance for the purchase of motor car under these regulations purchase shall be made within one month of the date on which the advance is drawn, and this time limit of one month shall be strictly adhered to in all cases.

Explanation.—In cases where the purchase of the vehicle is not completed within one month of the drawal of the advance, the Government servant shall invariably be asked to refund the full amount of the advance drawn together with interest thereon for the period the advance is retained by him. In the event, however of any delay in supply, despite the written assurance referred to in regulation 239, the officer concerned shall apply for extension of the time limit within the permissible period of one month and seek permission for retaining the advance for a further period which shall be specified. Each such request shall be supported with a letter from the dealer concerned indicating the likely date of supply and shall be considered on its own merits by the Government. In exceptional cases, where the circumstances warrant such extension the sanctioning authority may extend the period of one month by another month.

(3) Furnishing of security at the time of registration as a prospective purchaser of a car shall be the responsibility of the officer concerned and

no advance shall be given to the officer from Government funds for this purpose at the time of furnishing such security.

241. *Insurance of the motor car.*—(1) The vehicle shall be fully insured as prescribed in this regulation before it is brought into use.

(2) The amount for which a vehicle is insured during any period shall not be less than the outstanding balance of the advance together with interest thereon accrued due at the beginning of the period in question, and the policy of insurance must be renewed from time to time till the advance is fully repaid. If at any time the amount insured under the current policy is less than the outstanding balance plus interest accrued due, the officer concerned shall refund the difference to the Central Government in not more than three monthly instalments

(3) Insurance policies with qualifying condition "owner driven" or the like shall not be sufficient for the purpose of this regulation. Vehicles purchased with advances from public funds shall in all cases be fully insured against loss or damage by fire or accident:

Provided that insurance policies at a reduced rate of premium shall be accepted as adequate in cases where—

(a) the owner undertakes to meet the first Rs. 50 of a claim preferred against an insurance company in the event of an accident; or

(b) the vehicle is not insured against accidents for any season of the year because it is not in use or is garaged during such season.

(4) The Controller of Defence Accounts (Navy) Bombay shall obtain from the officer drawing the advance a letter in the form prescribed in Appendix XI-E addressed to the insurance company with which the motor car is insured and shall himself forward the said letter to the company and obtain their acknowledgment. In the case of insurance effected on an annual basis, this process shall be repeated every year until the advance has been fully repaid to the Central Government.

Explanation 1.—The Controller of Defence Accounts (Navy), Bombay may accept such evidence as may be adequate to show that a vehicle has been sufficiently insured and that the insurance is regularly renewed at the proper time, and should bring to the notice of the sanctioning authorities cases in which such evidence is not forthcoming.

Explanation 2.—Contravention of the provisions of regulations 240(2) and 241 shall render an officer liable to refund the whole of the amount advanced.

242. *Sale of motor cars purchased with Government advance.*—(1) Except when an officer proceeds on long leave or retires from service or is transferred to an appointment the duties of which do not necessitate the use of a car, the previous approval of the sanctioning authority shall be necessary to the sale of the vehicle in respect of which a portion of an advance from Government is outstanding.

(2) If an officer wishes to transfer a vehicle to another person who is under these regulations, eligible for motor car advance, the sanctioning authority may permit the transfer of the liability still attached to the vehicle to such person provided that that person records a declaration that he is aware that the vehicle transferred to him remains subject to the mortgage bond and that he is bound by its terms and provisions.

(3) When a vehicle is sold before completion of repayment of the Government advance granted for its purchase the sale proceeds must be applied, so far as may be necessary, to the repayment of the outstanding balance of the advance, provided that if the vehicle has been sold only in order that another may be purchased, the sanctioning authority may permit the officer to apply the sale proceeds towards such purchase subject to the following conditions, namely:—

(a) the advance outstanding should not exceed the cost of the new vehicle;

(b) the advance outstanding shall continue to be repaid at the rate previously fixed; and

(c) the new vehicle shall be insured and mortgaged to Central Government as required under these regulations.

(4) When an officer is permitted to sell a vehicle and apply the sale proceeds towards the purchase of another vehicle under sub-regulation (3), the balance of the advance outstanding together with interest due upto the end of the month preceding that in which the second advance applied for by him is made, shall be deducted from the total amount required for the purchase of the new vehicle, and the net amount arrived at shall be the amount of additional advance payable towards the purchase of the second vehicle.

243. *Recovery of advance.*—(1) Advances for the purchase of motor cars shall be recovered in equal monthly instalments each of 1/60th part of the amount advanced, commencing with the first issue of pay after the advance is drawn. In cases of advances to officers serving in temporary engagements, the advances shall be recovered within three years or before the date of termination of their engagement whichever is earlier. Where the amount of advance exceeds Rs. 12000, recovery may be effected in not more than 70 instalments.

(2) The sanctioning authority may permit recovery to be made in lesser number of instalments if the officer so desires.

Explanation.—The amount of the instalment should be fixed in whole rupees except in the case of the last instalment which shall consist of the balance including any fraction of a rupee.

(3) Simple interest shall be charged on these advances the rate of which shall be prescribed from time to time. The interest shall be calculated on the balance outstanding on the last day of each month and it shall be recovered in one or more instalments after the whole of the principal has been repaid, and no such instalment shall be appreciably greater than the instalments by which the principal was recovered.

(4) If an officer dies before the final liquidation of an advance taken by him from the Central Government for the purchase of a vehicle, the outstanding balance of the advance together with interest due thereon at the time of his death, less the amount realised by the sale of the vehicle, shall be recovered from the pay and allowances that may be due to the deceased. Any balance remaining unadjusted thereafter, shall, in the case of naval officers be referred to the Chief of the Naval Staff for treatment as a non-preferential charge. In other cases such balance shall be adjusted through non-effective accounts.

(5) In the case of an officer dismissed, removed or resigning from service before the repayment, in full, of the advance drawn by him the administrative authority responsible for relieving him of his duties, shall,

before such relief, seize the car and the claim of the Government in respect of the amount of advance outstanding shall be settled in terms of the mortgage deed under Appendix XI-C.

(6) If an individual retains the advance without purchasing a conveyance beyond the period of one month, in contravention of the provisions of regulation 240, normal rate of interest shall be charged for the first month and for the period in excess of one month penal rate of interest shall be charged in the following manner, namely:—

(a) The period of one month prescribed by sub-regulation (2) of regulation 240 shall be a calendar month from the date of the drawal of advance.

(b) The penal rate of interest shall be calculated on the balance outstanding for the actual period in excess of first month (including fraction of a month) and not on monthly balances.

(c) The penal rate of interest shall be calculated in the manner prescribed in paragraph 243(2) of General Financial Regulations, Volume I.

(d) When the period of one month prescribed under sub-regulation (2) of regulation 240 is extended by the sanctioning authority, the penal rate shall be charged with effect from the date following that on which the extended period expires.

(e) The following example shall illustrate the procedure to be followed, namely:—

'A' was sanctioned an advance of Rs. 12,000/- on 30th August, 1960 repayable in sixty monthly instalments of Rs. 200/- each. He refunded Rs. 200/- each on 1st September, 1960 and 1st October, 1960. The interest shall be charged as under:—

30th August, 1960 to 31st August, 1960 on Rs. 12,000/- at the normal rate. 1st September 1960 to 29th September, 1960 on Rs. 11,800/- at the normal rate (Rs. 200/- refunded on 1st September, 1960).

30th September, 1960 on Rs. 11,800/- at the penal rate.

1st October, 1960 to 31st October, 1960 on Rs. 11,600/- at the penal rate (Rs. 200/- refunded on 1st October, 1960).

244. *Information/certificates required in support of the application for advance.*—The following information and certificates are required to be forwarded along with the application for an advance for the purchase of a motor car, namely:—

(a) Rank (acting or substantive) held by the officer.

(b) Pay of acting or substantive rank.

(c) Date from which such rank is held.

(d) Type of commission.

(e) A certificate by the officer to whom the advance is sanctioned, endorsed on the contingent bill for the advance that the advance is not being drawn for a conveyance which has already been purchased and paid for, or that the advance claimed in the bill is not more than the minimum amount required to meet the balance of the price of the conveyance, if part of the cost of the conveyance has already been paid.

(f) A certificate by the officer that he is aware that no plea of hardship consequent on reversion to a lower rank or appointment would be accepted as a cause for reduction in the amount of monthly instalments originally fixed.

SPECIAL PROVISIONS FOR OFFICERS POSTED ABROAD

245. *Advance for purchase of motor car.*—Officers serving with Indian missions abroad shall be entitled to advance for the purchase of motor cars. The provisions of regulations 236 to 244 shall apply *mutatis mutandis*, except that the competent authority to sanction the advance in these cases shall be the Central Government.

246. *Advance for the payment of customs duty.*—(1) Officers holding regular posts abroad may be sanctioned advances by the Central Government to enable them to meet the customs duty on the cars purchased abroad and being brought by them to India on transfer.

(2) Where an officer applies for advances both for the purchase of a motor car abroad and for payment of customs duty, the advances shall be admissible on the following terms and conditions, namely:—

(a) The maximum amount of advance for the purchase of a motor car shall be as laid down in the proviso to regulation 237.

(b) For the payment of customs duty, an additional advance may be granted which together with the advance referred to in clause (a) shall not exceed Rs. 14,000 or 14 months' pay whichever is less.

(3) Where no advance has been drawn for the purchase of a motor car abroad, the maximum amount of advance for the payment of customs duty shall be Rs. 10,000 or 10 months' pay whichever is less. For this purpose, 'pay' shall mean the pay drawn by the officer concerned at the time of grant of the advance.

(4) The amount of advance granted for the payment of customs duty shall in no case exceed the customs duty actually payable.

(5) The recovery of the advance for payment of customs duty shall be made in not more than 50 monthly instalments. This recovery shall be treated separately from the outstanding recoveries in respect of the earlier advance, if any sanctioned for the purchase of the motor car; recoveries against the latter advance shall be made in accordance with the terms of the sanction thereof even after the sanction of the first mentioned advance.

(6) The recovery in the case of an officer who is due to retire shall be so regulated that the outstanding advance together with the interest thereon is recovered in full by the time the last pay is issued to the officer before retirement.

(7) The advance for the payment of customs duty shall not be admissible to officers not holding regular posts abroad like those sent on deputation abroad or on temporary duty.

(8) The other conditions prescribed for the sanction of an advance for the purchase of a motor car shall apply *mutatis mutandis* in the case of the advance for the paymest of customs duty.

(9) The forms of mortgage bond to be executed when an advance for the payment of customs duty is sanctioned either by itself or in conjunction with an advance for the purchase of motor car are laid down in Appendix XI-D.

ADVANCE FOR THE PURCHASE OF MOTOR CYCLES

247. *Conditions of admissibility.*—The general conditions laid down in these regulations in respect of an advance for the purchase of motor cars shall apply *mutatis mutandis* to an advance for the purchase of motor cycles.

248. *Sanctioning authorities and the amount of advance admissible.*—Officers to whom advances for the purchase of motor cycles are admissible, the authorities empowered to sanction them and the extent of such advances are given in the table below:—

To whom admissible	Sanctioning Authority	Amount admissible
(*a*) All Naval Officers (other than the Chief of the Naval Staff) serving at Naval Headquarters.	The Chief of the Naval Staff.	Upto Rs. 3,000 or ten months' pay or the anticipated price of the motor cycle whichever is the least.
(*b*) All Naval Officers serving in Naval shore establishments outside Naval Headquarters.	(*i*) The Flag Officer, Bombay. (*ii*) The Commodore-in-Charge, Cochin. (*iii*) The Commodore, East Coast, Vishakhapatnam, as the case may be.	

Provided that in view of the emergency declared on the 26th October, 1962 under article 352 of the Constitution, the maximum amount of advance for the purchase of a motor cycle, scooter, scooterette, auto-cycle and the like shall be Rs. 2400·00 or 8 months' pay of the Government servant or the anticipated price of the conveyance whichever is the least. The amount of advance thus granted shall be recoverable in not more than 40 monthly instalments.

249. *Recovery of advances.*—The advances for the purchase of motor cycles shall be recovered in the same manner as is provided in regulation 243 except that the recovery shall be effected in 48 instalments. In the case of officers serving on temporary engagements, the advance shall be recovered within 3 years of the date of sanction thereof or before the date of termination of their engagement whichever is earlier.

250. *Admissibility for officers serving afloat.*—Officers of the rank of Lieutenant Commander and below drawing substantive pay of less than one thousand rupees and appointed afloat may be allowed to draw advances for the purchase of motor cycle or scooter with the sanction of the administrative authority concerned subject to the terms and conditions laid down in regulations 247 to 249.

ADVANCE FOR THE PURCHASE OF BICYCLES—SAILORS

251. *Eligibility.*—Advances for the purchase of bicycles may be granted to continuous-service sailors borne in shore establishments if they are likely to remain so borne for 6 months after the advance is paid to them.

252. *Amount of advance.*—(1) The amount of such advance shall not exceed two hundred rupees or the anticipated price of the bicycles inclusive of sales tax, whichever is less.

(2) The sanctioning authority may at his discretion grant advances on the basis of the acting temporary rate instead of the pay of substantive rate provided that—

(a) the sailor to whom the advance is sanctioned has held the acting temporary rate for 6 months continuously and he is not

likely to revert to a rate so low that it becomes difficult for him to repay the amount in regular instalments as originally fixed, and

(b) it is made clear in every such case that no plea of hardship consequent on reversion to a lower rate would be accepted as a justification for reduction in the amount recoverable every month.

253. *Sanctioning authorities.*—If the sanctioned allotment permits, bicycle advances may be given at the discretion of the following authorities, namely:—

(a) The Chief of the Naval Staff or such officer to whom he may delegate his powers, in the case of sailors serving at Indian Naval Ship 'INDIA'.

(b) The Flag Officer, Bombay in the case of sailors serving ashore under him.

(c) The Commodore-in-Charge, Cochin in the case of sailors serving ashore under him.

(d) The Commodore, East Coast, Vishakhapatnam in the case of sailors serving ashore under him.

254. *Conditions to be fulfilled before grant of advance.*—(1) Before sanction is given for an advance, the sanctioning authority shall satisfy himself that—

(a) funds are available for the purpose;

(b) the sailor is likely to remain borne in the shore establishment for 6 months as ascertained by reference to the Drafting Office;

(c) the sailor has a service of at least two years and a half or more left to his credit at the time of the grant of the advance;

(d) the advance is granted only in genuine cases and that the amounts sanctioned are not in excess of actual cost.

(2) The advance shall not ordinarily be granted within three years of the grant of a previous advance for the same purpose unless satisfactory evidence is produced by the individual concerned to the effect that the cycle purchased with the help of the earlier advance has been lost or has become unserviceable in which case the sanctioning authority shall, while communicating the sanction to audit, include a certificate that he has satisfied himself that the cycle already in the possession of the individual has been lost, or has become unserviceable as the case may be.

(3) The other conditions to which the grant of advance is subject are laid down in the form of agreement prescribed in Appendix XI-F which shall be signed and completed by every recipient of an advance.

(4) The said form, when completed shall be transmitted to the Controller of Defence Accounts (Navy), Bombay for safe custody; accompanied by the dealer's receipt for the payment made.

(5) Receipts from the private sellers if otherwise in order, may also be accepted as evidence of payment having been made, but these receipts shall contain or be supported by a statement containing the name and full address of the seller, the serial number and make of the cycle and

the registration number of the cycle given by the local authorities municipalities or the like; and the receipts shall be scrutinised by the disbursing authority with reference to such particulars in order to ensure that the transactions are genuine and a certificate endorsed accordingly.

(6) On the advance being finally liquidated, the agreement form shall be returned to the individual concerned.

(7) Advances may be granted at any time after the commencement of a financial year as soon as provisional allotments for that year have been notified. Advances so granted shall form a charge against the allotment for the year concerned.

255. *Drawal of advances and purchase of bicycles.*—(1) The advance shall be drawn from the Controller of Defence Accounts (Navy), Bombay on a contingent bill Form prescribed in Appendix XI-G supported by a copy of the letter of the sanctioning authority.

(2) If the advance is not drawn within one month of the date of the sanction the sanction shall lapse.

(3) Purchase shall be made within one month of the date on which the advance is drawn and if the amount taken is in excess of the actual price paid, the balance shall be refunded at once to the Government.

256. *Interest on advance.*—On the amount of advance granted, simple interest shall be charged at the rate fixed from time to time by the Government and such interest shall be calculated on the balance outstanding on the last day of each month and shall be recovered in one or more instalments in the month following that in which the repayment of the principal has been completed. Each instalment shall not be appreciably greater than the instalment by which the principal was recovered.

257. *Recovery.*—(1) The amount of advance shall be recovered in monthly instalments of one-twenty fifth of such amount or at one-tenth of the monthly emoluments of the sailor whichever is less, commencing from the first month's pay after the receipt of the advance; but the sanctioning authority may permit the recovery to be made in lesser number of instalments if the sailor so desires.

(2) The amount of monthly instalments shall be fixed in whole rupees except in the case of the last instalment which shall consist of the balance including any fraction of a rupee.

SECTION II—MISCELLANEOUS RECOVERIES

HOSPITAL STOPPAGES

258. *Recovery of Hospital Stoppages.*—Hospital stoppages shall be recovered in respect of officers and sailors of the Indian Navy and their families and private servants admitted into Service hospitals at the rates and under the conditions laid down in the orders issued by the Central Government from time to time.

RATION MONEY FROM OFFICERS DURING VOYAGE PERIODS

259. *Rate of recovery.*—A recovery on acconut of rations at the rate of Rs. 36 *per mensem* shall be made for the period of voyage by sea or air from officers and midshipmen when travelling ex-India as entitled passengers.

260. *Standard voyage period.*—For the purposes of assessment and recovery of ration money during periods of voyage under regulation 259 in respect of journeys between India and the United Kingdom, the standard sea voyage period shall be notified from time to time. In the case of journeys by air, the actual period taken in journey by air shall be taken into account for assessing the recovery of ration money.

PROVISION OF ACCOMMODATION AND RECOVERY OF RENT AND ALLIED CHARGES

261. *Condition for recovery.*—When accommodation or allied services or both are provided by the Government the recovery of charges on account of rent and allied services shall be effected under the relevant rules for the time being in force.

262. *When married Government accommodation not provided.*—(1) When a married officer cannot be provided with married accommodation due to service reasons or paucity of accommodation in the station to which he is posted, he shall be provided by the Government, free of charge and for himself only, accommodation and the following allied services provided the Station Commander certifies that family accommodation is not available at such station namely:—

(a) Light and fans.

(b) Furniture.

(c) Water.

(d) Conservancy.

Explanation 1.—Climatic considerations shall not constitute service reasons for the purpose of sub-regulation (1).

Explanation 2.—In the case of officers serving in Delhi or New Delhi, the Quartering Officer on behalf of the Station Commander shall certify that family accommodation is not available.

(2) When expatriation allowance is admissible to an officer, he shall not be entitled to the concession of free accommodation and allied services except when—

(a) his wife has accompanied (preceded or followed) him ex-India, with the permission of the Central Government or he has married during his current tour ex-India and his family is living ex-India and thereafter;

(b) he is posted to a station at which for service reasons, families are not permitted to reside under the orders of the local military Commander.

(3) Both married and single officers afloat shall be provided by the Government, free of charge and for themselves only, accommodation and the following allied services namely:—

(a) Light and fans.

(b) Furniture.

(c) Water.

(d) Conservancy.

Explanation.—The provisions of sub-regulation (2) shall not be applicable to naval officers serving afloat who, by virtue of their appointment

afloat shall be entitled to the aforesaid facilities free of charge, irrespective of the question whether expatriation allowance is in issue to them or not.

REFUND OF COST OF TRAINING

263. *Conditions governing the refund.*—If an officer granted short service commission in the Indian Navy from civil life voluntarily withdraws from initial training, or resigns during the probationary period he shall be required to refund the cost of training in whole or in part as may be determined by the Government and all the moneys received by him as pay and allowances from the Government together with interest on the said moneys calculated at the rate in force for Government loans.

CHAPTER XII—MISCELLANEOUS

264. *Power to relax.*—The Central Government may, by general or special order, and for reasons to be recorded in writing relax all or any of the povisions of these regulations in the case of any person or class of persons:

Provided that no relaxation shall be made under this regulation so as, on the whole, to be less favourable to any person or class of persons than is provided in these regulations.

265. *Saving.*—Orders of a temporary nature which were issued before the commencement of these regulations in respect of any person or persons to whom these regulations are applicable and which are in force at such commencement shall notwithstanding anything to the contrary contained in these regulations continued to be in force until the Central Government otherwise directs, and all such orders shall be deemed to have been issued in pursuance of the power of relaxation conferred by regulation 264.

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APPENDICES

APPENDIX I

(*See* Regulation 2)

Rules regulating pay and allowances of officers of the Army Medical Corps/Army Dental Corps seconded to the Indian Navy.

(1) Pay and allowances of officers of the Army Medical Corps and Army Dental Corps seconded to the Indian Navy shall be regulated as under :—

(a) The pay (including pay for acting rank while in the Navy), specialist pay, allowances and the like shall be governed by the rules laid down for officers of the Army Medical Corps or Army Dental Corps.

(b) Service in the Navy shall count towards increments of pay under the same conditions as if the officers had remained in the Army Medical Corps or Army Dental Corps as the case may be.

(c) During the period of secondment to the Navy, in addition to any allowances admissible to them as officers of Army Medical Corps or Army Dental Corps, as the case may be, they shall also be eligible for the following concessions which are peculiar to naval service, under the same conditions under which they are admissible to naval officers, namely:—

(i) Hard-lying money.

(ii) Compensatory (city) allowance while serving afloat;

(iii) Expatriation allowance while serving afloat beyond prescribed geographical limits. Expatriation allowance under Army rules shall not be admissible in addition.

(iv) Grant of free accommodation and allied services to Army Medical Corps or Army Dental Corps officers serving afloat whose pay and allowances are governed by Pay and Allowances Regulations (Officers) Army (1954 Edition).

(v) Grant of advances on acquittance rolls to officers serving ashore in India.

(vi) Advance of pay on transfer and on leave. Advance of pay admissible under Army rules shall not be payable in addition.

(2) These officers shall be entitled to Uniform Allowance as under:—

(a) On secondment to the Navy, they shall be granted an initial Uniform Allowance at the scale admissible to regular officers of the Navy on first appointment. They shall be eligible for the grant of a renewal outfit allowance under the same terms as for other regular officers of the Navy.

(b) The period of effective service for purpose of the grant of renewal allowance shall, however, reckon from the date of secondment to the Navy.

(c) The grant or refund of initial or renewal outfit allowance to these officers seconded or reverted from one service (that is to say, Army, Navy or Air Force) to another shall be regulated in accordance with the orders issued by the Government from time to time.

APPENDIX II

General List Officers of all branches (excluding Naval Aviation Branch, upto Lieutenant Commander Substantive Rank.)

(*See* regulation 4)

Year of service as an officer	Ag. Sub. Lieut. Rs. p.m.	Sub. Lieut. Rs. p.m.	Lieute-nant Rs. p.m.	Lieut. Comman-der Rs. p.m.
1st	400			
2nd		450		
3rd		480 (*a*)		
4th			630	
5th			670	
6th			710	
7th			750	
8th			790	
9th			830	
10th			870	920
11th			910 (*a*)	960
12th				1000
13th				1000
14th				1050
15th				1050
16th				1100
17th				1100
18th				1150
19th				1150
20th				1200
21st				1200
22nd				1250
23rd				1250
24th				1300(*a*)

(*a*) Maximum rate for the substantive rank.

APPENDIX III

Naval Aviation Branch Officers upto Lieutenant Commander

(*Substantive Rank*)

(*See* regulation 4)

Year of service as an officer	Ag. Sub. Lieut. Rs. p.m.	Sub. Lieut. Rs. p.m.	Lieute-nant Rs. p.m.	Lieut. Commander Rs. p.m.
1st	475			
2nd		535		
3rd		565 (*a*)	670	
4th			710	
5th			750	
6th			790	
7th			830	
8th			870	920
9th			910	960
10th			950	1000
11th			990 (*a*)	1040
12th				1050
13th				1050
14th				1100
15th				1100
16th				1150
17th				1150
18th				1200
19th				1200
20th				1250
21st				1250
22nd				1300(*a*)
23rd				1300
24th				1300

(*a*) Maximum rate for the substantive rank.

APPENDIX IV

General List Officers of all Branches (including Naval Aviation Branch)—Commander and above

(*See* regulation 4)

(*i*) *Commander*

Year of service as an officer	Branches other than Naval Aviation		Naval Aviation Branch	
	Acting	Substantive	Acting	Substantive
	Rs. p.m.	Rs. p.m.	Rs. p.m.	Rs. p.m.
11th	1300 (*a*)		1300 (*a*)	
12th	1300		1350	1350 (*b*)
13th	1300		1350	1350
14th	1300		1400	1400
15th	1300		1400	1400
16th	1300		1450	1450
17th	1350	1350(*b*)	1450	1450
18th	1350	1350	1500 (*c*)	1500 (*c*)
19th	1400	1400		
20th	1400	1400		
21st	1450	1450		
22nd	1450	1450		
23rd	1500 (*c*)	1500 (*c*)		
24th	1500	1500		

(*a*) Minimum rate for the acting rank.

(*b*) Minimum rate for the substantive rank.

(*c*) Maximum rate for the rank.

CAPTAINS AND ABOVE

(*ii*) Captain (Acting or Substantive).—Rs. 1550—1610—1670—1730—1790—1850—1950.

(*iii*) Rear Admiral—Rs. 2250 p.m.

(*iv*) Vice-Admiral—Rs. 2750 p.m.

(*v*) Admiral—Rs. 3000 p.m.

Proviso.—Commodores will receive rates of pay to which entitled according to their seniority as Captains.

APPENDIX V

General List Officers (Ex-Branch Lis., ...antive Rank

See regulation 4)

	Rs. p.m.
Lieutenant (Ex-Branch List)	
On promotion	630
After 1 year's service as such	670
After 2 years' service as such	710
„ 3 „ „	750
„ 4 „ „	790
„ 5 „ „	830
„ 6 „ „	870
„ 7 „ „	910
Lieutenant Commander (Ex-Branch List)	
On promotion	1000
After 1 year's service as such	1000
After 2 years' service as such	1050
„ 3 „ „	1050
„ 4 „ „	1100
„ 5 „ „	1100
„ 6 „ „	1150
„ 7 „ „	1150
„ 8 „ „	1200
„ 9 „ „	1200
„ 10 „ „	1250
„ 11 „ „	1250
„ 12 „ „	1300
Commander (Ex-Branch List)	
On promotion	1400
After 1 year's service as such	1450
After 2 years' service as such	1450
„ 3 „ „	1500
„ 4 „ „	1500
Captain (Ex-Branch List)	Same as in Appendix IV.

APPENDIX VI

Special Duties List Officers Pay Scale

(*See* regulation 4)

	Rs. p.m.
Acting Sub-Lieutenant (SD)	400
Sub-Lieutenant (SD)	450—30—540.
Lieutenant (SD)	630—40—910
Lieutenant Commander (SD)	1000—50/2—1300
Commander (SD)	1350—50/2—1500

APPENDIX VII

(*See* regulation 4)

Midshipmen Basic Pay	Rs. 270 per mensem

APPENDIX VIII

(*See* regulation 86)

SECTION *I.—Qualifications which entitle an officer to higher qualification pay at Rs. 75/- p.m.*

Executive Officers

1. Long Gunnery Course (G).
2. Long Communication Course (C).
3. Torpedo Anti-Submarine Course (TAS).
4. Navigation and Direction Course (ND).
5. M.O.T. Certificate of Competency Extra Master (Foreign-going).

Engineer Officers

6. M.O.T. Certificate of Competency Extra First Class Engineer (Foreign-going).
7. Naval Constructor's Course.
8. Advanced Marine Engineers (E), U.K.

Electrical Officers

9. Advanced Electrical Engineering Course, U.K.

Instructor Officers

10. Advanced Meteorological Course.
11. D.Sc. or Ph.D. in Physics, Applied Physics and Telecommunication (Wireless), Doctorate Degree in Mathematics, Engineering and Metallurgy.
12. Long Gunnery Course (G).
13. Long Torpedo Anti-Submarine Course (TAS).

Naval Aviation Officers

14. Qualified Flying Instructors Categories A-1 and A-2.
15. Test Pilot Course.
16. Full or Associate Fellowship or Associate Membership of Royal Aeronautical Society, U.K. or Aeronautical Society (India), if obtained after passing the examination.
17. Ground Engineering Licences 'A', 'B', 'C' \ For Engineers and 'D' and 'X' all held together. / Electrical Officers
18. Advanced Air Engineering Course (Dagger Course).
19. Pilots holding 'Master Green' Card.
20. Fighter Combat Course.

All Branches

21. p.s.c.
22. P.T.S.C.
23. J.S.S.C.

Engineer and Electrical Branches, Officers of the Civil Engineering Directorate, Officers of other Branches attached to the Defence Research & Development Organisation and the Defence Production Organisation and Officers of other Branches carrying out Signal Duties.

24. M.I.E. (I), A.M.I.E. (I) or Membership or Associate Membership of the following Institutions:—

(a) Institution of Civil Engineers, London (for Officers employed on Civil Engineering Duties).

(b) Institution of Mechanical Engineers, London.

(c) Institution of Electrical Engineers, London.

Officers of the Engineer and Electrical Branches and Officers of other Branches employed in the Defence Research and Development Organization and the Defence Production Organization.

25. Membership or Associate Membership of the Institution of Marine Engineers, London.

SECTION *II—Qualifications which entitle an officer to lower qualification pay at Rs. 50/- p.m.*

Electrical Officers

1. Long Air Radio Course (U.K.).

Naval Aviation Officers

2. Qualified Flying Instructors, Category 'B'.

3. Ground Engineers Licences Categories 'A' and 'B' or 'C' and 'D' held together. (For Engineers and Electrical Officers).

4 (a) Photographic Officers, U.K.

4 (b) Specialist Photo Officers Course in No. 2 Ground Training School Tambaram.

5. Pilots holding 'Green' Cards.

6. Air Engineering (A/E) Conversion Course.

7. Pilot Attack Instructors Course (for officers doing this Course in I.A.F. training institutions in India).

8. Air Warfare Instructor's Course.

Officers of all Branches except Supply, Executive and Medical Branches—for officers who are not graduates in Engineering at the time of commissioning.

9. Any Engineering degree or qualification which the Institution of Engineers (India) recognises for exemption from Sections 'A' and 'B' of its Associate Membership Examination.

NOTE.—Exemption granted from a Civil Engineering qualification will be recognized for qualification pay only for officers employed on Civil Engineering Duties.

Supply Officers

10. Supply and Secretariat Advanced Course (SSAC).

11. Associate of the Institute of Chartered Accountants.

12. ACWA (London)/AICWA.

Instructor Officers

13. Master's Degree in Education.

Executive Officers

14. M.O.T. Certificate of Competency Master (Foreign-going).

Engineer Officers

15. M.O.T. Certificate of Competency First Class Engineer (Foreign-going).

SECTION III—*Qualifications which entitle an officer to higher qualification grant of Rs.* 1,800/-.

Supply Officers

1. Bar-at-Law LL.B., B.L. or any equivalent or higher degree in law.

SECTION IV.—*Qualifications which entitle an officer to lower qualification grant of Rs.* 1,200/-.

Naval Aviation Officers

1. Aeronautical Inspection Service Course.
(for Engineer and Electrical Officers).

APPENDIX IX

Rates of Pay For Sailors

(*See* regulation 125)

GROUP 'A'

Branches—All Artificers and Mechanicians

Artificers	*Mechanicians*	Rs. p.m.
Apprentice 1st year	..	58
Apprentice 2nd year	..	63
Apprentice 3rd year	..	68
Apprentice 4th year	..	73
Artificer V Class	..	104
Acting Artificer IV Class	..	132
Artificer IV Class	Mechanician IV Class	150—5—155
Artificer III Class	Mechanician III Class	165—5—175
Artificer II Class	Mechanician II Class	188—5—208
Artificer I Class	Mechanician I Class	218—5—233
Chief Artificer	Chief Mechanician	257—10—287

GROUP 'B' (MATRICULATE ENTRY)

Branches		Rs. p.m.
Signalmen	OD under training	72
Telegraphists	OD rate	89
Electrical	AB rate	92—5—97
Radio Electrical	LS rate	102—5—112
Sick Berth Attendants	P.O. rate	130—5—145
Stores Assistants	C.P.O. rate	160—5—175
Writers		

GROUP 'C'

eamen	Direct Entry OD (under training)	63
Engine Room	OD rate	66—1—67
Regulating	AB rate	74—1—80
Stewards	LS rate	99—2—109
Cooks	P.O. rate	130—5—145
Topasses	C.P.O. rate	160—5—175
Musician		

NAVAL AVIATION SAILORS

(a) *Branches*

Aircraft Artificers
Aircraft Artificers (Weapons)
Electrical Artificers (Air)
Electrical Artificers (Air Radio)
Aircraft Mechanicians

} Same rates of pay as for corresponding sailors in 'A' above.

NOTE.—Petty Officer Air Fitters/Petty Officer Air Ordnance Fitters selected to undergo Aircraft Mechanician Course, on being advanced to Aircraft Mechanician, 4th class, shall continue to receive pay in their existing scale until such time as they reach the same level of pay as Aircraft Mechicians.

(b) Other Naval Aviation Sailors (Matriculate entry except in the case of Boy entry and sailors transferred from the General Service who are not required to be Matriculate):—

Branches		Rs. p.m.
Naval Airmen (Aircraft Handler)	OD rate	97
Naval Airmen (Safety Equipment)	AB rate	107
Naval Airmen (Photographer)	LS rate	127—5—137
Naval Airmen Meteorlogical Observer)	P.O. rate	165—5—180
Naval Air Mechanics	C.P.O. rate	203—5—218
Naval Air Ordnance Mechanics		
Electricians Mates (Air)		
Electricians Mates (Air Radio)		

BOYS

	Rs. p.m.
On enrolment	23
After 6/8 months	25
Seagoing	38

APPENDIX X

Acknowledgement of Outstanding Advances Repayable

(*See* regulation 223)

I acknowledge receipt of balance of Rs..... as outstanding against me on 31st March, 19..... out of the advance of Rs. on account of..... paid to me by Government.

2. The above balance is exclusive of interest.

.....
Signature

Station———————
Dated———————

APPENDIX XI-A

(*See* regulation 239)

Application for Advance for Purchase of Motor Car/Cycle

(a) Rank Name

(b) Appointment held

(c) Basic Pay

(d) Date of retirement/Superannuation.

(e) Anticipated price of motor car/cycle

(f) Amount of advance required.

(g) Do you possess a motor car/cycle?

If so indicate:—

(i) Make and year of manufacture.

(ii) Date of purchase.

(iii) Was this purchase made with the help of loan from Government? Is so, how much?

(h) If you do not possess a motor car/cycle at present:—

(i) What was the make and year of manufacture?

(ii) What was the date of its purchase and price?

(iii) Was that motor car/cycle purchased with the help of a loan from Government?

(iv) What was the date of its sale and the price?

(i) Have you drawn any advance for the purchase of a motor car/cycle during the last four years: If so indicate:—

(i) the date and the amount drawn

(ii) the balance including interest, still outstanding.

(j) Will you be in a position to take delivery of motor car/cycle within one month from the date of drawal of the advance?

NOTE:—An advance will not normally be granted if—

(a) a similar advance had been drawn during the last 2 years.

(b) the previous loan, if any, has not been fully liquidated.

I have read and understood the conditions under which advances are granted. I fully realise that any failure on my part to comply with these conditions makes me liable to be called upon to refund the full amount of advance in one lump sum. I also certify that the particulars furnished above are correct.

Signature of the applicant.

Date

No.

Countersigned.

Director.

APPENDIX XI-B
(*See* regulation 239)

Form of Agreement to be Executed at the time of Drawing an Advance for the Purchase of Motor Vehicle

An agreement made on..... day of.....one thousand nine hundred and..... between..... (hereinafter called the Borrower which expression shall include his heirs, administrators, executors and legal representatives) of the one part and the President of India (hereinafter called the President, which expression shall include his successors and assignees) of the other part. Whereas the Borrower has under the provisions of the Navy (Pay and Allowances) Regulations 1966 (hereinafter referred to as the said Regulations which expression shall include any amendments thereof for the time being in force) applied to the President for a loan of Rs..... (Rupees..... only), for the purchase of a motor car and whereas the President has agreed to lend the said amount to the Borrower on the terms and conditions hereinafter contained NOW IT IS HEREBY AGREED between the parties hereto that in consideration of the sum of Rs. (Rupees only) paid by the President to the Borrower (the receipt of which the Borrower hereby acknowledges) the Borrower hereby agrees with the President (1) to pay the President the said amount with interest calculated according to the said regulations by monthly deductions from his salary as provided for by the said Regulations and authorises the President to make such deductions and (2) within one month from the date of these presents to expend the full amount of the said loan in the purchase of motor car or if the actual price paid is less than the loan to repay the difference to the President forthwith and (3) to execute a document hypothecating the said motor car to the President as security for the amount lent to the Borrower as aforesaid and interest in the form provided by the said Regulations and IT IS HEREBY LASTLY AGREED AND DECLARED THAT IF THE MOTOR CAR HAS NOT BEEN PURCHASED and hypothecated as aforesaid within one month from the date of these presents or if the Borrower within that period becomes insolvent or quits the service of the Government or dies the whole amount of the loan and interest accrued thereon shall immediately become due and payable.

In witness whereof the Borrower and..... for and on behalf of the President have hereunto set their hands the day and year first before written.

Signed by the said———————————— in the presence of:
(Name and designation of the Borrower)

1. ———————————— ————————————
2. ———————————— ————————————

(Signature of witnesses) (Signature and designation of the Borrower)

Signed by — ————————————
(Name and designation of the officer signing for and on behalf of the President of India)

In the presence of:

1. ———————————— ————————————
2. ———————————— ————————————

(Signature of witnesses) (Signature and designation of the officer signing for and on behalf of the President of India)

APPENDIX XI-C

[*See* regulations 239(4) and 243)]

Form of mortgage bond for an Advance (i) for the purchase of a motor Car (ii) for the payment of customs duty or (iii) for both the purchase of motor car and payment of customs duty

THIS INDENTURE made this..... day of one thousand nine hundred and BETWEEN..... (hereinafter called "the Borrower" which expression shall include his heirs, administrators, executors, and legal representatives) of the one part and the PRESIDENT of India (hereinafter called "the President", which expression shall include his successors and assignees) of the other part.

WHEREAS the Borrower has applied for and has been granted an advance of Rupees..... to purchase a motor vehicle and/or to pay customs duty in respect of a (the) motor vehicle on the terms of Navy (Pay and Allowances) Regulations, 1966 (hereinafter referred to as "the said Regulations" which expression shall include any amendment thereof or addition thereto for the time being in force) AND WHEREAS one of the conditions upon which the said advance has been/was granted to the Borrower is/was that the Borrower will/would hypothecate the said motor vehicle to the President as security for the amount lent to the Borrower AND WHEREAS the Borrower has purchased and/or paid customs duty with or partly with the amount so advanced as aforesaid the motor vehicle particulars whereof are set out in the Schedule hereunder written.

NOW THIS INDENTURE WITNESSETH that in pursuance of the said agreement and for the consideration aforesaid the Borrower doth hereby covenant to pay to the President the sum of Rs..... aforesaid or the balance thereof remaining unpaid at the date of these presents by equal payments of Rs. each on the first day of every month and will pay interest on the sum for the time being remaining due and owing, calculated according to regulation 243(3) of the said regulations and the Borrower doth agree that such payments may be recovered by monthly deductions from his salary in the manner provided by the said regulations and in further pursuance of the said agreement the Borrower doth hereby assign and transfer unto the President the motor vehicle, the particulars whereof are set out in the Schedule hereunto written, by way of security for the said advance and the interest thereon as required by the said regulations.

And the Borrower doth hereby agree and declare that he has paid in full the purchase price of the said motor vehicle and/or the entire customs duty payable and that the same is his absolute property and that he has not pledged and so long as any money remains payable to the President in respect of the said advance will not sell, pledge or part with the property in possession of the said motor vehicle. PROVIDED ALWAYS and it is hereby agreed and declared that if any of the said instalments of principal or interest shall not be paid or recovered in manner aforesaid within ten days after the same are due or if the Borrower shall die or at any time cease to be in Government service or if the Borrower shall sell or pledge or part with the property in or possession of the said motor vehicle or become insolvent or make any composition or arrangement with his creditors or if any person shall take proceedings in execution of any decree or judgement against the Borrower the whole of the said principal sum which shall then be remaining due and unpaid together with interest thereon calculated as aforesaid shall forthwith become payable AND IT IS HEREBY AGREED and declared that the President may on

the happening of any of the events hereinbefore mentioned seize and take possession of the said motor vehicle and either remain in possession thereof without removing the same or else may remove and sell the said motor vehicle either by public auction or private contract and may out of the sale moneys retain the balance of the said advance then remaining unpaid and any interest due thereon calculated as aforesaid and all costs, charges, expenses and payments properly incurred or made in maintaining, defending or realising his rights hereunder and shall pay over the surplus, if any, to the Borrower, his executors, administrators or personal representatives PROVIDED FURTHER that the aforesaid power of taking possession or selling of the said motor vehicle shall not prejudice the right of the President, to sue the Borrower or his personal representatives for the said balance remaining due and interest or in the case of the motor vehicle being sold the amount by which the net sale proceeds fall short of the amount owing AND the Borrower hereby further agrees that so long as any moneys are remaining due and owing to the President he, the Borrower, will ensure and keep insured the said motor vehicle against loss or damage by fire, theft, or accident with an Insurance Company to be approved by the Controller of Defence Accounts (Navy) and will produce evidence to the satisfaction of the C.D.A. (Navy) that the Motor Insurance Company with whom the said motor vehicle is insured have received notice that the President is interested in the Policy AND the Borrower hereby further agrees that he will not permit or suffer the said motor vehicle to be destroyed or injured or to deteriorate in a greater degree than it would deteriorate by reasonable wear and tear thereof AND FURTHER that in the event of any damage or accident happening to the said motor vehicle, the Borrower will forthwith have the same repaired and made good.

THE SCHEDULE

Description of Motor Vehicle
Marker's Name
Description
No. of Cylinders
Engine Number
Chassis No.
Cost Price

IN WITNESS whereof the said (Borrower's name) and..... for and on behalf of the President have hereunto set their respective hands the day and year first above written.

igned by the said———————————— in the presence of:

(Name and designation of the Borrower)

———————————— ————————————————

———————————— ————————————————

Signature of witnesses) (Signature and designation of the Borrower)

ed by ————————————

(Name and designation of the officer signing for and on behalf of the President of India)

In the presence of:

1. ———————————— ————————————————

2. ———————————— ————————————————

(Signature of witnesses) (Signature and designation of the officer signing for and on behalf of the President of India)

APPENDIX XI-D

(*See* regulation 246)

Form or Mortgage Bond for an Advance for the Payment of Customs Duty on a Motor Vehicle Purchased with a separate earlier Advance.

THIS DEED OF FURTHER CHARGE is made this..... day of.....BETWEEN.....son of.....(hereinafter called "the Borrower", which expression shall, unless excluded by or repugnant to the subject or context, include his successors and assignees) of the one part and the President of India (hereinafter called "the Government", which expression shall, unless excluded by or repugnant to the subject or context, include his successors and assignees) of the other part.

WHEREAS by Deed of Mortgage dated the.....day of....., the Borrower hypothecated to the Government the motor vehicle described in the Schedule thereto to secure the motor vehicle purchase advance of Rs.....with interest at the rate and on conditions mentioned in the said Deed of Mortgage (hereinafter referred to as the 'Principal Deed').

AND WHEREAS out of the said sum of Rs.....advanced to the Borrower by Government a sum of Rs.....towards principal and interest as per the term of Principal Deed still remain due and payable to the Government.

AND WHEREAS the Borrower being in need of a further advance of Rs..... on the terms of regulation 246 of the Navy (Pay and Allowances) Regulations, 1966 (hereinafter referred to as "the said regulations") towards payment of customs duties payable on the said vehicle at the time of bringing the same into India.

AND WHEREAS the Borrower has approached the Government for an advance of further sum of Rs. and the Government has agreed to lend the same on the same security and on terms hereinafter expressed.

AND WHEREAS the Borrower has paid the customs duty in respect of the said motor vehicle with or partly with the amount so advanced.

NOW THIS DEED WITNESSETH:—

1. In pursuance of the said agreement and in consideration of the f sum of Rs..... (in words as well as in figures) advanced Borrower (receipt of which the Borrower hereby acknowledges) th rower hereby covenants with the Government to repay to the G ment the sum of Rs..... or the balance thereof remaini paid at the date of these presents with interest thereon by instal the manner herein.

2. The Borrower shall repay the said sum due to the Gov equal payments of Rs..... each on the first day of every and will pay interest on the sum for the time being remaining du owing calculated according to regulation 243(3) of the said regulat so long as the principal moneys hereby secured or any part thereof due on this security remain unpaid and the Borrower doth agree that such payments may be recovered by monthly deductions from his salary in the manner provided by the said regulations.

3. It is hereby agreed and declared that if any of the said instalments of the principal or interest shall not be paid or recovered in the manner aforesaid within ten days after the same are due or if the Borrower dies or at any time ceases to be in Government service or if the Borrower shall sell or pledge or part with the property in or of the said motor vehicle or become insolvent or make any composition or arrangement with his creditors or if any person shall take proceedings in execution of any decree or judgement against the Borrower, the whole of the principal sums and interest thereon calculated under the said regulations which shall then be remaining due and unpaid under these presents and the Principal Deed shall forthwith become payable.

4. In pursuance of the said agreement and the consideration aforesaid the Borrower doth hereby declare that the motor vehicle described in the Schedule (to the Principal Deed and which is also described in the Schedule) hereunder shall be security for and charged with payment to the Government as well of the said sum of Rs..... or the balance thereof remaining unpaid at the date of these presents with interest thereon secured under the said Principal Deed and the said sum of Rs. . and interest thereon according to the covenant in that behalf herein before contained and that the same shall not be redeemed to redeemable until payment of the moneys secured under this deed and the Principal deed.

5. AND IT IS HEREBY AGREED that all powers, provisions and covenants contained and implied in the aforesaid Principal Deed in relation to the money secured thereby shall operate and take effect in like manner for securing payment of the principal and interest and to the security as fully as if the same had been herein set out and specifically made applicable thereto and as if the said sum had formed part of advance secured by the Principal Deed.

THE SCHEDULE

Description of Motor Vehicle.....
Maker's Name.....
No. of Cylinders.....
Engine No.....
Cost Price.....

IN WITNESS WHEREOF the said. and for and on behalf of the President have hereunto set their respective hands the day and the year above written.

Signed by the said——————————————— in the
(Name and designation of the Borrower)
presence of:

1. ——————————— ———————————
2. ——————————— ———————————

(Signature of witnesses) (Signature and designation of the Borrower)

Signed by ——————————— ——————————— in the
(Name and designation of the officer signing for and on behalf of the President of India)
presence of:

1. ——————————— ———————————
2. ——————————— ———————————

(Signature of witnesses) (Signature and designation of the officer signing for and on behalf of the President of India)

APPENDIX—XI-E

(*See* regulation 241)

Letter intimating to Insurance Company Government's interest in Insurance Policies of Motor Cars and the Like.

From

To

[Through the Controller of Defence Accounts (Navy) Bombay]

Dear Sir,

I am to inform you that the President of India is interested in the Motor Car/Motor Cycle/Scooter Insurance Policy No.....secured in your Company and to request that you will kindly insert a clause to the following effect in the Policy:—

"Form of clause to be inserted in the Insurance Policy

1. It is hereby declared and agreed that ———————— (the owner of the Motor Car/Motor Cycle/Scooter, hereinafter referred to as the insured in the Schedule to this Policy) has hypothecated the Car/Motor Cycle/Scooter to the President of India (hereinafter called the President) as security for an advance for the purchase of the Motor Car/Motor Cycle/Scooter and it is further declared and agreed that the President is interested in any moneys which but for this endorsement would be payable to the said ———————— (the insured under this policy) in respect of the loss or damage to the said Motor Car/Motor Cycle/Scooter (which loss or damage is not made good by repair, reinstatement or replacement) and such moneys shall be paid to the President as long as he is the mortgagee of the Motor Car/Motor Cycle/Scooter and his receipt shall be full and final discharge to the Company in respect of such loss or damage.

2. Save as by this endorsement expressly agreed, nothing herein shall modify or affect the rights or liabilities of the insured or the Company, respectively, under or in connection with this Policy or any term, provision or condition thereof."

Place.....

Date

Yours faithfully,

(Name and designation of the insured)
Ship/Establishment.....

Forwarded. The receipt of the letter may kindly be acknowledged. It is also requested that the undersigned may kindly be informed whenever any claim is paid under the policy and also if the premium is not paid periodically for renewal.

(Signature)
Controller of Defence Accounts (Navy)
Bombay.

Place

Date

APPENDIX XI-F

[*See regulation* 254(3)]

Form of Agreement to be executed at the time of drawing an Advance for the Purchase of a Bicycle.

Agreement made on the ——————19——— ——————— between and the President of India (hereinafter called the President, which expression shall include his successors and assignees)

In consideration of an advance of Rs.——————— received by me for the purchase of bicycle. I agree

(a) to pay the amount in monthly instalments of one-twenty-fifth of the amount of the advance or at one-tenth of my monthly emoluments, (calculated to the whole rupee except in the case of last instalment when the remaining balance may include fraction of a rupee, if any) whichever is less, commencing from the first month's pay after the receipt of the advance.

(b) to retain the bicycle in my personal custody and not to dispose it of without the previous sanction of the sanctioning authority. When sold under proper authority the proceeds will be credited to the President towards the balance of the advance. In the event of a loss or theft or accident to the bicycle to pay the remaining instalments as they fall due.

(c) to continue to pay any instalments due in the event of my transfer to another Establishment or Ship or to repay in full any balance which may be due prior to my release or discharge.

(d) to the whole or a portion of my pay or pension being taken in adjustment of the advance should any casualty arise before the full amount is refunded.

(e) to the bicycle being returned to the President by my heirs in the event of any portion of the advance remaining unadjusted at the time of my death after making the deduction specified in clause (d), so that it may be sold to meet the outstanding debt, the balance, if any, of the sale proceeds being paid over to my heirs.

(f) to pay simple interest on the amount of the advance as laid down by the President from time to time.

Station———————— Signature————————

Date———————— Witness————————

APPENDIX XI-G.

I.A.F.A.-115(Small

Voucher No.....for

CONTINGENT BILL

(*See* Regulation 255)

Amount of allotment Rs.——————

Amount expended and for which bills have already been submitted for payment Rs.——————

Balance of allotment excluding the amount of this bill . . . Rs.——————

Expenditure on account of incurred by.....
.....during..... 19

(*i*) Authority.

(*ii*) Months Account in which last charge on this account was preferred.

Serial No.	Date	Details of expenditure	Number or quantity	Rate Rs.	Rate N.P.	Per	Amount Rs.	Amount N.P.
		TOTAL						
		Deduct .						
		Advance received on(date) . .						
		From .						

Net amount due in words Rupees.. isa.....ayNdR

(*i*) Certified that the above charges have been necessarily incurred in the interests of the State that the rates charged are the lowest obtainable and that all receipts for sums of Rs. 25 and under, except as regards payment made in the M.E.S. to Contractors on running accounts, have been so defaced or mutilated that they cannot be used again, and that I have personally checked the progressive total in the bill with that in the contingent registers and found it to agree.

(*ii*) Certified that the telegram was sent on State service and that cash payment was unavoidable.

(*iii*) Certified that payment of subsistence allowance was in the interests of service and that the rejected recruits for whom the allowance has been claimed were reejected either medically or by enrolling officers.

NOTE.—"Under Rs....." should be writeten across the bill in red ink in a prominent place near to and above the total amount of the bill. The amount should be the next multiple of ten rupees exceeding the amount of the bill

Contersigned Received payment

Station.....
Date.....19

(For use in the D.A.Dept.)

Last charge D.V. No. for.....
Next charge D.V. No. for.....

(When payment is made by inclusion in pay—— Bill IRLA(s)
Passed for payment for Rs. ()
.....
by in clusion in the pay Bill
——of IRLS (s)
.....
.....
.....
In favour of.....
.....
for the month of.....

Noted in the Register of Page..... IRLAS Asst

(When a cheque is to be issued.)
Passed for (Rs.——N.P.——) Rupees..... (in words)
.....for payment as under :
Vouchaer No.

A. G's Code No.	Treasury	Name of payee	Amount of cheque Rs.	Amount of cheque N.p.	Date of cheque	initials of supdt., 'D' section	Initials of Office i/c 'D' section

A.A.O.
Unit Acctt. *A.C.D.A.*
Asstt. Supdt. *D.C.D.A.*

Auditor. *Supdt.*

A.A.O.
A.C.D.A.
D.C.D.A.

CLASSIFICATION OF RECEIPTS AND CHARGES

Month **C.D.A.** **Section** **Class of Vr.** **Vr. No.**

Classification Code	Receipts R.(1) Rs.	Receipts R.(1) N.P.	Receipts M.R.(2) Rs.	Receipts M.R.(2) N.P.	Classification Code	Charges C(3) Rs.	Charges C(3) N.P.	Charges M.C.(4) Rs.	Charges M.C.(4) N.P.

INSTRUCTIONS

1. All alterations must be attested. Original receipts should be invariably quoted and all prescribed certificates or documents submitted in support of the claim.

2. The No. and date of the order authorising the expenditure should be invariably quoted, and prescribed certificates of documents submitted in support of the claim. Original receipts (translated when necessary) for all payments should be attached, but if the amount is for Rs. 25 or less and is not a receipt for payments made in the M.E.S. to Contractors on running accounts the certificate on the previous page will suffice.

3. In contingent bills for the purchase or repair of articles of ordnance supply, and for purchase of petty supplies locally, the authority for the local purchase or repair, and the station price current of the article or of the labour and material, or if this be not procurable the certificate on the preveous page that the rates charged are the lowest obatinable must be signed or quoted if a standing order. Local purchase bills must also certify that any articles requiring account in equipment legers have been brought on charge.

4. In claims for rail fares of recruits, their names and dates of enrolment should be stated.

5. Railway fare claims for men proceeding on furlough should be duly supported by I.A.F.T. 1729 complete in all respects.

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